

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
AGENDA OF REGULAR COUNCIL MEETING – SEPTEMBER 12, 2022 AT 2:00 P.M.  
HYBRID MEETING WITH COUNCIL IN PERSON AND OTHERS VIA WEB CONFERENCING**

**HOW TO JOIN**

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://us02web.zoom.us/j/85940579499>

Or join by phone:

Canada: 855 703 8985 (Toll Free) or 1 647 374 4685 (long distance charges may apply)

Webinar ID: 859 4057 9499

**PAGE  
NUMBER**

**CALLING TO ORDER**

**ADOPTION OF THE AGENDA**

Recommendation:

THAT the Agenda for the September 12, 2022 Regular Meeting of Council be accepted and passed.

**DISCLOSURE OF PECUNIARY INTEREST**

**RECESS TO MOVE INTO PUBLIC MEETING**

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North recess the September 12, 2022 Regular Meeting of Council for the purpose of holding a Public Meeting under the Planning Act:

- Rai R Suraj, Minor Variance
- Edgar and Lena Sauder, Minor Variance
- Steven Clark, Minor Variance
- Housekeeping Zoning By-law Amendment

**RESUME REGULAR MEETING OF COUNCIL**

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North resume the September 12, 2022 Regular Meeting of Council at : .

**PASSAGE OF BY-LAWS ARISING FROM PUBLIC MEETING**

- a. By-law Number 103-22 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North. (Housekeeping) 001

Recommendation:

THAT By-law Number 0-22 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North be read a First, Second and Third time and enacted. (Housekeeping)

**ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING**

- 1. Regular Meeting of Council, August 29, 2022 004
- 2. Public Meeting, August 29, 2022 014

Recommendation:

THAT the minutes of the Regular Meeting of Council and the Public Meeting held on August 29, 2022 be adopted as circulated.

**BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL**

- 1. Mount Forest Pool Replacement
  - Report CAO 2022-003 Mount Forest Pool Replacement 018

**ITEMS FOR CONSIDERATION**

1. MINUTES

- a. Mount Forest Aquatics Ad-Hoc Advisory Committee, August 23, 2022 027

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the minutes of the Mount Forest Aquatics Ad-Hoc Advisory Committee held on August 23, 2022.

- b. Recreation, Parks and Leisure Committee, September 6, 2022 031

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Recreation, Parks and Leisure Committee meeting held on September 6, 2022

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North direct staff proceed with a procurement process as detailed within Township policy for the renovation of the upper leisure hall at the Mount Forest and District Sports Complex at this time;

AND FURTHER THAT Council direct staff to utilize previously allocated Municipal Modernization and Efficiency Funds for this project;

AND FURTHER THAT Council authorize the Director of Operations, or their designate, to enter an agreement(s) for this project.

2. PLANNING

- a. Report DC 2022-034, Consent Application B100-22 David Haggett & Paula Nunes Haggett 038

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-034 being a report on Consent Application (Severance) B100-22 known as Lot 1 & Part Lot 2, e/s Dublin St., Part Lots 1 & 2, w/s Arthur St, Plan Town of Mount Forest;

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B100-22 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- THAT the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22;
- THAT zoning compliance be achieved for the severed and retained parcel to the satisfaction of the Township.

AND FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

b. Report DC 2022-035, Consent Application B101-22 Dale Ross

044

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-035 being a report on Consent Application (Lot Line Adjustment) B101-22 known as Part Lot 18, Concession 12 former Township of Arthur.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B101-22 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- THAT the Owner, of both properties, enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a \$500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by the application and a \$250.00 fee for the Drainage Superintendent's review of the application to determine status of any drain;

- THAT zoning compliance for the consolidated parcel is achieved to the satisfaction of the Township.

AND FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

- c. Report DC 2022-036, Consent Application B102-22 Dale & Tami Ross

050

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-036 being a report on Consent Application (Lot Line Adjustment) B102-22 known as known as Part Lot 18, Concession 12 former Township of Arthur.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B102-22 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- THAT the Owner, of both properties, enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a \$500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by the application and a \$250.00 fee for the Drainage Superintendent's review of the application to determine status of any drain;
- THAT zoning compliance is achieved for the consolidated parcel to the satisfaction of the Township;
- THAT application B102-22 is conditional on the approval of application B101-22 to the satisfaction of the Township of Wellington North and the County of Wellington.

AND FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.



- d. Report DC 2022-037, Consent Application B103-22 Frank & Jennifer Cherri 056

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-037 being a report on Consent Application (Lot Line Adjustment) B103-22 known as Part Lot 27, Concession 7 in the former Township of Arthur.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B103-22 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- THAT the Owner enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a \$500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by the application and a \$250.00 fee for the Drainage Superintendent's review of the application to determine status of any drain;
- THAT the barn labeled as "Old Shed" in the application be demolished and the site left in a graded level condition to the satisfaction of the Township.

AND FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

- e. Report DC 2022-038, Consent Application B106-22 Neil McPhee 062

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-038 being a report on Consent Application (Lot Line Adjustment) B106-22 known as Part Lots 8 & 8, Concession 12, in the former Township of Arthur.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B106-22 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a

Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;

- THAT the Owner enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a \$500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by the application and a \$250.00 fee for the Drainage Superintendent's review of the application to determine status of any drain;

AND FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

- f. Report DC 2022-039, Consent Application B111-22 Krista, Robert & Sylvia Hunter 069

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-039 being a report on Consent Application (Lot Line Adjustment) B111-22 known as Part of Park Lot 4, s/s Wellington St., Plan Town of Mount Forest.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B111-22 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;

AND FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

- g. Report DC 2022-040, Consent Application B113-22 Linda Spahr 075

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-040 being a report on Consent Application (Lot

Line Adjustment) B113-22 known as Part Lot 5, s/s Perth St, Wylie's Survey in the Town of Mount Forest.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B113-22 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- THAT the Owner confirms location of the existing water service and sanitary sewer service on private property for 305 Perth Street to ensure it is entirely within the retained lands;
- THAT zoning compliance is achieved for the severed and retained parcel to the satisfaction of the Township;
- THAT application B113-22 is conditional on the approval of applications B114-22 and B115-22 to the satisfaction of the Township of Wellington North and the County of Wellington;

AND FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

- h. Report DC 2022-041, Consent Application B114-22 Cobblestone Diversions Inc.

081

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-041 being a report on Consent Application (Severance) B114-22 known as Part Lots 5 & 6, s/s Perth St., Wylie's Survey in the Town of Mount Forest.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B114-22 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;

- THAT the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22;
- THAT the Owner confirms location of the existing water service and sanitary sewer service on private property for 405 Durham Street W to ensure it is entirely within the retained lands;
- THAT the garden shed on Severed (2) to be removed to the satisfaction of the township;
- THAT a parking space that complies with Subsection 6.27 of Zoning By-law 66-01 be provided or zoning relief be obtained to the satisfaction of the township.
- THAT zoning compliance for the severed and retained parcels is achieved to the satisfaction of the Township;
- THAT applications B114-22 and B115-22 are conditional on the approval of application B113-22 to the satisfaction of the Township and the County of Wellington;

AND FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

- i. Report DC 2022-042, Consent Application B115-22 Cobblestone Diversions Inc. 087

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-042 being a report on Consent Application (Severance) B115-22 known as Part Lots 5 & 6, s/s Perth St., Wylie's Survey in the Town of Mount Forest.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B115-22 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- THAT the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22;

- THAT the Owner confirms location of the existing water service and sanitary sewer service on private property for 405 Durham Street W to ensure it is entirely within the retained lands;
- THAT a parking space that complies with Subsection 6.27 of Zoning By-law 66-01 be provided or zoning relief be obtained to the satisfaction of the township;
- THAT zoning compliance for the severed and retained parcels is achieved to the satisfaction of the Township;
- THAT applications B114-22 and B115-22 are conditional on the approval of application B113-22 to the satisfaction of the Township and the County of Wellington;

AND FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

- j. Planning Report prepared by Curtis Marshall, Manager of Development Planning, County of Wellington, dated August 31, 2022, regarding Extension of Interim Control By-law, Cannabis Production and Processing Uses 093

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Planning Report prepared by Curtis Marshall, Manager of Development Planning, County of Wellington, dated August 31, 2022, regarding Extension of Interim Control By-law, Cannabis Production and Processing Uses;

AND FURTHER THAT the Council of the Corporation of the Township of Wellington North amend the Interim Control By-law for cannabis uses to extend the expiry date of the by-law for an additional one year period to allow for the completion of the Township's Cannabis Production and Related Uses Study.

### 3. BUILDING

- a. Report CBO 2022-10 Building Permit Review Period Ending August 31st, 2022 097

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2022-10 being the Building Permit Review for the period ending August 31st, 2022.

### 4. ECONOMIC DEVELOPMENT

- a. Report EDO 2022-024 Economic Development Office Update 099

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report EDO 2022-024 being an update from the Economic Development Office.

- b. Saugeen Economic Development Corporation in Partnership with the Regional Advisory Committee, information pamphlet The Saugeen Economy Jan – June 2022 109

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Saugeen Economic Development Corporation in Partnership with the Regional Advisory Committee, information pamphlet The Saugeen Economy Jan – June 2022.

## 5. FINANCE

- a. Vendor Cheque Register Report, September 7, 2022 111

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated September 7, 2022.

- b. Report TR 2022-004 being a report on the proposed 2023 Budget Schedule 115

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2022-004 being a report on the proposed 2023 Budget Schedule for information;

AND FURTHER THAT Council endorse the schedule proposed by staff as follows:

- End of September 2022 - Budget templates circulated to Senior Management Team
- October 2022 – Budget inputs provided to finance team for consolidation
- November-December 2022 - Budget Discussions between Senior Management Team Members and Director of Finance and Consolidated Budget Draft prepared for Senior Management review
- January 2023 - Staff presents proposed budget to Council
- February 2023 - Staff / Council presents revised budget to Public for Comment
- March 2023 - Staff / Council presents revised budget based with Public Consultation (if required), and 2023 Budget By-law passed;

AND FURTHER THAT Council endorse that staff will make best efforts to adhere to this schedule for the 2023 budget process.

6. OPERATIONS

- a. Report OPS 2022-023 being a report on the conceptual design of a new Operations Centre in Arthur 117

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2022-023 being a report on the conceptual design of a new Operations Centre in Arthur;

AND FURTHER THAT Council approve in principle the conceptual designs presented within this report;

AND FURTHER THAT Council directs staff to investigate and provide recommendations on purchasing a five acre parcel of land for the facility in the future and once the budget is approved.

- b. Report OPS 2022-025 being a report on the 2021-2022 Annual Performance Report for the Arthur Wastewater Treatment Plant 123

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2022-023 being a report on the 2021-2022 Annual Performance Report for the Arthur Wastewater Treatment Plant;

AND FURTHER THAT Council direct staff to publish the report on the Township's website.

**IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION**

**ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION**

Recommendation:

THAT all items listed under Items For Consideration on the September 12, 2022 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted:

**CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION**

**NOTICE OF MOTION**

**COMMUNITY GROUP MEETING PROGRAM REPORT**

Councillor Yake (Ward 1):

- North Wellington Health Care Corporation – Louise Marshall Hospital
- Lynes Blacksmith Shop Committee
- Recreation, Parks and Leisure Committee
- Wellington North Power

Councillor Burke (Ward 2):

- Mount Forest Aquatic Ad Hoc Advisory Committee

- Lynes Blacksmith Shop Committee
- Wellington North Wellness & Team Building Committee
- Mount Forest Business Improvement Area

Councillor Hern (Ward 3):

- Wellington North Cultural Roundtable
- Mount Forest & District Chamber of Commerce
- Arthur & District Chamber of Commerce
- Arthur Business Improvement Area
- Arthur BMX/Skateboard Park Advisory Committee
- EarlyON Child and Family Services Committee

Councillor McCabe (Ward 4):

- Recreation, Parks and Leisure Committee
- Arthur BMX/Skateboard Park Advisory Committee
- Saugeen Valley Conservation Authority
- Wellington North Health Professional Recruitment Committee
- Arthur Trail Committee

Mayor Lennox:

- Committee of Adjustment
- Wellington North Power  
Ex Officio on all committees

#### BY-LAWS

- |   |     |
|---|-----|
| a. By-law Number 103-22 being a by-law to amend Interim Control By-law 092-21 (Cannabis Production Related Uses) to extend the period of time during which it will remain in effect to September 27, 2023 | 193 |
|---|-----|

Recommendation:

THAT By-law Number 103-22 be read a First, Second and Third time and enacted.

#### CULTURAL MOMENT

- |                               |     |
|-------------------------------|-----|
| • Celebrating H. Gordon Green | 195 |
|-------------------------------|-----|

#### CONFIRMING BY-LAW

196

Recommendation:

THAT By-law Number 104-22 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on September 12, 2022 be read a First, Second and Third time and enacted.

#### ADJOURNMENT

Recommendation:

THAT the Regular Council meeting of September 12, 2022 be adjourned at :\_\_ p.m.



<b>MEETINGS, NOTICES, ANNOUNCEMENTS</b>		
Mount Forest BIA, Mount Forest Sports Complex	Tuesday, September 13, 2022	8:00 a.m.
Mount Forest Aquatics Ad Hoc Advisory Committee	Tuesday, September 13, 2022	7:00 p.m.
Mount Forest Chamber of Commerce	Tuesday, September 13, 2022	7:00 p.m.
Arthur BIA, via video conferencing	Wednesday, September 14, 2022	7:30 p.m.
Volunteer & Newcomer Celebration	Friday, September 23, 2022`	11:00 a.m. to 1:00 p.m.
Wellington North Culture Days, various locations across Wellington North	September 23rd to October 16th	
Regular Council Meeting –hybrid meeting	Monday, September 26, 2022	7:00 p.m.
Recreation, Parks and Leisure Committee, via video conferencing	Tuesday, October 4, 2022	4:00 p.m.
Regular Council Meeting –hybrid meeting	Tuesday, October 11, 2022	2:00 p.m.
Mount Forest Chamber of Commerce AGM, Mount Forest Legion	Thursday, October 13, 2022	
Arthur Chamber of Commerce	Wednesday, October 19, 2022	
Municipal Election Day	Monday, October 24, 2022	

**The following accessibility services can be made available to residents upon request with two weeks' notice:**

**Sign Language Services – Canadian Hearing Society – 1-877-347-3427**  
**- Kitchener location – 1-855-656-3748**

**TTY: 1-877-843-0368 Documents in alternate forms CNIB – 1-800-563-2642**

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH**

**BY-LAW NUMBER 102-22**

**BEING A BY-LAW TO AMEND BY-LAW 66-01, BEING A ZONING BY-LAW FOR THE TOWNSHIP OF WELLINGTON NORTH**

WHEREAS, the Council of the Corporation of the Township of Wellington North deems it necessary to amend By-law Number 66-01; as amended pursuant to Sections 34 and 36 of The Planning Act, R.S.O. 1990, as amended

NOW THEREFORE the Council of the Corporation of the Township of Wellington North enacts as follows:

1. THAT Section 16.1, Permitted Uses, is amended by deleting the permitted use **“Hotel”**.
2. THAT Section 16.3b, Accessory Residential Uses, is amended by deleting the following words:  
**“or to the rear of”**.
3. THAT Section 16.3c, Accessory Residential Uses, is deleted in its entirety and the remaining criteria are renumbered accordingly.
4. THAT Section 17.6a, Accessory Residential Uses, is amended by deleting the following words:  
**“or to the rear of”**.
5. THAT Section 17.6b, Accessory Residential Uses, is deleted in its entirety and the remaining criteria are renumbered accordingly.
6. THAT Section 18.2.10a, Accessory Residential Uses, is amended by deleting the following words:  
**“or to the rear of”**.
7. THAT Section 18.2.10b, Accessory Residential Uses, is deleted in its entirety and the remaining criteria are renumbered accordingly.
8. THAT upon enactment of this Township Comprehensive Zoning Bylaw Housekeeping Amendment by Council, site specific Zoning By-law Amendment and Minor Variance applications will continue to be received, processed and considered by Council and the Committee of Adjustment.

9. THAT this By-law shall become effective from the date of passage by Council and come into force in accordance with the requirements of the Planning Act, R.S.O. 1990, as amended.

**READ A FIRST, SECOND THIRD TIME THIS 12TH DAY OF SEPTEMBER, 2022.**

\_\_\_\_\_  
**ANDREW LENNOX MAYOR**

\_\_\_\_\_  
**KARREN WALLACE, CLERK**

## EXPLANATORY NOTE

### BY-LAW NUMBER 102-22

**THE PURPOSE AND EFFECT OF THE ZONING BY-LAW AMENDMENT** is to provide for “housekeeping” changes to the Comprehensive Zoning By-law as itemized below:

- i) Remove “Hotel” as a permitted use within the Central Commercial (C1) zone.
- ii) Remove provisions which permits that 49% of the rear portion of the ground floor of a commercial building may be used for accessory residential uses in the Central Commercial (C1), Highway Commercial (C2) and Neighbourhood Commercial (C3) zones.

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
MINUTES OF REGULAR COUNCIL MEETING – AUGUST 29, 2022 AT 7:00 P.M.  
HYBRID WITH COUNCIL IN PERSON AND OTHERS VIA WEB CONFERENCING**

**Members Present:**

**Mayor: Andrew Lennox**  
**Councillors: Sherry Burke**  
**Lisa Hern**  
**Steve McCabe**  
**Dan Yake**

**Staff Present:**

**Interim Chief Administrative Officer/Chief Building Official: Darren Jones**  
**Interim Chief Administrative Officer/Director of Operations: Matthew Aston**  
**Director of Legislative Services/Clerk: Karren Wallace**  
**Deputy Clerk: Catherine Conrad**  
**Director of Finance: Farhad Hossain**  
**Human Resources Manager: Amy Tollefson**  
**Interim Manager Programming & Community Engagement: Mandy Jones**  
**Incoming Chief Administrative Officer: Brooke Lambert**  
**Senior Planner: Matthieu Daoust**

**CALLING TO ORDER**

Mayor Lennox called the meeting to order

**ADOPTION OF THE AGENDA**

RESOLUTION: 2022-279

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Agenda for the August 29, 2022 Regular Meeting of Council be accepted and passed.

CARRIED

**DISCLOSURE OF PECUNIARY INTEREST**

Councillor Burke declared an indirect pecuniary interest with "Item 2d under the heading Items for Consideration – Planning - Report DC 2022-032, Consent Application B97-22 Eleanor Rundle (Lot Line Adjustment) B97-22 known as Part Lot 3, Concession 12 in the former Township of Arthur, Eleanor Rundle as Appendix A was prepared by her place of employment.

**PRESENTATIONS**

Chief Administrative Officer announcement – Media Release, July 26, 2022

Mayor Lennox introduced Incoming CAO Brooke Lambert and welcomed her to Wellington North.

**RECESS TO MOVE INTO PUBLIC MEETING**

RESOLUTION: 2022-280

Moved: Councillor Hern

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North recess the August 29, 2022 Regular Meeting of Council for the purpose of holding a Public Meeting under the Planning Act:

- Green Energy Dispensary Inc., Minor Variance
- Parkbridge Lifestyles Communities Inc., Zoning By-law Amendment

CARRIED

#### **RESUME REGULAR MEETING OF COUNCIL**

RESOLUTION: 2022-281

Moved: Councillor Burke

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North resume the August 29, 2022 Regular Meeting of Council at 7:35 p.m.

CARRIED

#### **PASSAGE OF BY-LAWS ARISING FROM PUBLIC MEETING**

- a. By-law Number 097-22 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North. (Lot 11, Concession 6, municipally known as 7445 Sideroad 5 East, Parkbridge Lifestyles Communities Inc.)

RESOLUTION: 2022-282

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT By-law Number 097-22 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North be read a First, Second and Third time and enacted. (Lot 11, Concession 6, municipally known as 7445 Sideroad 5 East, Parkbridge Lifestyles Communities Inc.)

CARRIED

#### **ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING**

1. Regular Meeting of Council, July 25, 2022
2. Public Meeting, July 25, 2022

RESOLUTION: 2022-283

Moved: Councillor Yake

Seconded: Councillor McCabe

THAT the minutes of the Regular Meeting of Council and the Public Meeting held on July 25, 2022 be adopted as circulated.

CARRIED

#### **BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL**

1. Mount Forest Pool Replacement
  - Report CAO 2022-003 Mount Forest Pool Replacement

Discussion of this item took place with Items for Consideration, Operations, 6b. Report OPS 2022-021 being a report on the conceptual design for the new Mount Forest Outdoor Pool and Aquatics Centre.

**IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION**

1c, 2a, 2d, 2e, 3a, 6b

**ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION**

RESOLUTION: 2022-284

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT all items listed under Items For Consideration on the August 29, 2022 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Saugeen Valley Conservation Authority, Authority Meeting held on May 19, 2022.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Maitland Valley Conservation Authority General Membership Meeting #5-22 held on May 18, 2022 and Meeting #6-22 held on June 15, 2022.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Maitland Valley Conservation Authority General Membership Meeting #5-22 held on May 18, 2022 and Meeting #6-22 held on June 15, 2022.

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-030 being a report on Consent Application (Severance) B94-22 known as Lot 72, Crown Survey in the Village of Arthur;

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B94-22 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- THAT the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22;
- THAT driveway access can be provided to the severed and retained lands to the satisfaction of the local municipality;
- THAT servicing is available for the severed and retained lands to the satisfaction of the local municipality;
- THAT the owner confirms the location and condition of the existing sanitary laterals to the property using CCTV;
- THAT zoning compliance be achieved to the satisfaction of the Township;

AND FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-031 being a report on Consent Application (Severance) B95-22 known as Lot 72, Crown Survey in the Village of Arthur;

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B95-22 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- THAT the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22;
- THAT driveway access can be provided to the severed and retained lands to the satisfaction of the local municipality;
- THAT servicing is available for the severed and retained lands to the satisfaction of the local municipality;
- THAT the owner confirms the location and condition of the existing sanitary laterals to the property using CCTV;
- THAT zoning compliance be achieved to the satisfaction of the Township;

AND FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-033, 5053745 Ontario Inc., Draft Plan of Subdivision Agreement, Part Park Lot 4, South Side of Durham Street and East Side of Main Street, Plan of the Town being Part 1 61R 22218; Township of Wellington North;

AND FURTHER THAT Council authorize the Mayor and Clerk to sign the by-law to enter into the agreement in the form, or substantially the same form as the draft Agreement.

THAT the Council of the Corporation of the Township of Wellington North receive the correspondence from Ray, D. Kirtz, P.Eng, Triton Engineering Services Limited, regarding London Road Development, Phase 2, Mount Forest, Preliminary Acceptance, Stage III Municipal Services, File: A5520A;

AND FURTHER THAT Preliminary Acceptance be granted for Stage III municipal services for London Road Development Phase 2, Mount Forest, effective August 18, 2022.

THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2022-25 being a report on the Wellington North Volunteer Engagement Program;

AND FURTHER THAT Council approves the attached Press Release and invites all Volunteers and Newcomers in our community to join us on Friday September 23rd,



2022, from 11:00am - 1:00pm at the Mount Forest & District Sports Complex for a Volunteer & Newcomer Celebration.

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated August 22, 2022

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2022- 019 being a report on a lot line adjustment at 206 Industrial Drive; AND FURTHER THAT Council direct staff to have a survey prepared of the proposed lot line adjustment; AND FURTHER THAT Council direct the Township Solicitor to draft the necessary documentation; AND FURTHER THAT Council authorize the survey and legal fees for both the Township and the owner of 206 Industrial Drive be paid from the roads and recreation consulting engineering operating accounts; AND FURTHER THAT the Mayor and the Clerk are hereby authorized and directed to take such action and authorize such documents that are necessary or advisable to carry out the terms of the purchase.

THAT the Council of the Corporation of the Township of Wellington North receive for information the PIN, The People and Information Network, media release dated August 2, 2022 regarding Volunteerism and Nonprofit Leadership in Guelph Wellington, PIN – The People and Information Network now operates fully remote.

THAT the Council of the Corporation of the Township of Wellington North receive for information correspondence from Matt Pearson, Chair, Source Protection Committee, Ausable Bayfield Maitland Valley Source Protection Region, dated August 18, 2022, regarding Notice of Pre-consultation of Source Protection Plans.

CARRIED

#### **CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION**

RESOLUTION: 2022-285

Moved: Councillor Burke

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Wellington North Cultural Roundtable meeting held on August 18, 2022.

CARRIED

RESOLUTION: 2022-286

Moved: Councillor McCabe

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-029 being a report on Consent Application (Severance) B93-22 known as Lot 72, Crown Survey in the Village of Arthur;

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B93-22 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- THAT the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22;
- THAT driveway access can be provided to the severed and retained lands to the satisfaction of the local municipality;
- THAT servicing is available for the severed and retained lands to the satisfaction of the local municipality;
- THAT the owner confirms the location and condition of the existing sanitary laterals to the property using CCTV;
- THAT zoning compliance be achieved to the satisfaction of the Township;

AND FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

CARRIED

Councillor Burke removed herself from the meeting by shutting off her camera and muting her microphone as she had previously declared an indirect pecuniary interest with Report DC 2022-032 being a report on Consent Application (Lot Line Adjustment) B97-22 known as Part Lot 3, Concession 12 in the former Township of Arthur, Eleanor Rundle as Appendix A was prepared by her place of employment.

RESOLUTION: 2022-287

Moved: Councillor Yake

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-032 being a report on Consent Application (Lot Line Adjustment) B97-22 known as Part Lot 3, Concession 12 in the former Township of Arthur;

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B97-22 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;

- THAT the Owner enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a \$500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by the application and a \$250.00 fee for the Drainage Superintendent's review of the application to determine status of any drain;

AND FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

CARRIED

Councillor Burke returned to the meeting.

RESOLUTION: 2022-288

Moved: Councillor

Seconded: Councillor

THAT the Council of the Corporation of the Township of Wellington North receive the Planning Report prepared by Assavari Jadhav, Junior Planner, and Matthieu Daoust, Planner, County of Wellington, dated August 24, 2022, regarding Cachet Developments (Arthur) Inc., Arthur, Removal of Holding (H) Provision.

CARRIED

RESOLUTION: 2022-289

Moved: Councillor Yake

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2022-09 being the Building Permit Review for the period ending July 31st, 2022.

CARRIED

RESOLUTION: 2022-290

Moved: Councillor Burke

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2022-021 being a report on the conceptual design for the new Mount Forest Outdoor Pool and Aquatics Centre;

AND FURTHER THAT the Council approve the conceptual design for the new Mount Forest Outdoor Pool and Aquatics Centre as shown in Schedule A.

CARRIED

Staff were directed to investigate professional fundraiser options and report back to Council.

The Director of Operations noted the conceptual design is a scaled backed version of concept number three, presented at the March 23, 2022 open public meeting, and which was the preferred design outlined in the survey circulated to the public in the spring of 2022. Enhancements were included in the concept presented in March, however, the survey also provided an idea of what other options and most preferred enhancements are wanted.

Once a conceptual design is endorsed by Council, costs can be determined after which preferred enhancements can be added in and costed for the Ad-Hoc Aquatics Committee fundraising purposes.

It was noted that the survey results indicated the focus would be on youth related activities and swimming safety.

Council requested a copy of the list that was circulated earlier in the year, showing the enhancements and cost of each.

It was noted that the problem faced is it is not feasible to construct a new pool based on tax payer dollars. Consideration was given at the August 23, 2022 meeting of the Ad-Hoc Aquatics Committee meeting to hiring a professional fundraiser.

### **NOTICE OF MOTION**

No notice of motion tabled.

### **COMMUNITY GROUP MEETING PROGRAM REPORT**

Councillor Yake (Ward 1):

- Mount Forest Archives have put together a tremendous display of significant women that have done various things throughout our community over the years

Councillor Hern (Ward 3):

- Arthur Chamber of Commerce will meet in September. The AGM will be held on October 19<sup>th</sup>.
- MF Chamber recent meeting focused on a debrief of fireworks festival, which went very well. They are still planning the Wellington North Home Expo in 2023

Councillor McCabe (Ward 4):

- Arthur 150 Volunteer Appreciation Night will be held on August 30, 2022 from 5:00 p.m. to 6:30 p.m. at the Arthur Optimist Pavilion.

Mayor Lennox:

- Jim Klujber, CEO/President of Wellington North Power Inc. has given notice of his resignation. Mayor Lennox thanked him for his work and wished him well.

### **BY-LAWS**

- a. By-law Number 090-22 being a by-law to authorize the execution of the Winter Maintenance Agreement between Integrated Maintenance and Operations Service Inc. operating under the name of "Owen Sound Highway Maintenance Limited" (IMOS) and the Corporation of the Township of Wellington North
- b. By-law Number 091-22 being a by-law to provide for actual cost to provide for a drainage works in the Township of Wellington North in the County of Wellington, known as Wayne Cole Drainage Works (Arthur)
- c. By-law Number 092-22 being a by-law to provide for actual cost to provide for a drainage works in the Township of Wellington North in the County of Wellington, known as Brandy Creek Drainage Works (Peel)
- d. By-law Number 093-22 being a by-law to amend By-law 101-18 being a by-law of the Corporation of the Township of Wellington North to provide for drainage

works in the Township of Wellington North known as West Luther Drain 19 (Brubacher) Improvement Drain

- e. By-law Number 094-22 being a by-law to appoint a Chief Administrative Officer for the Corporation of the Township of Wellington North
- f. By-law Number 095-22 being a by-law to repeal By-law 056-22 being a by-law to appoint an Acting Chief Administrative Officer for the Corporation of the Township of Wellington North
- g. By-law Number 096-22 being a by-law to repeal By-law 057-22 being a by-law to appoint an Acting Chief Administrative Officer for the Corporation of the Township of Wellington North
- h. By-law Number 098-22 being a by-law to amend By-law 016-21 being a by-law to establish fees and charges for recreation services provided by the municipality
- i. By-law Number 099-22 being a by-law to amend Zoning By-law Number 66-01 being the Zoning By-law for the Township of Wellington North (Cachet Developments (Arthur) Inc.)
- j. By-law Number 100-22 being a by-law to authorize a Subdivision Agreement (5053745 Ontario Inc. (Wilson))

RESOLUTION: 2022-291

Moved: Councillor McCabe

Seconded: Councillor Yake

THAT By-law Number 90-22, 91-22, 92-22, 93-22, 94-22, 95-22, 96-22, 98-22, 99-22 and 100-22 be read a First, Second and Third time and enacted.

CARRIED

## **CULTURAL MOMENT**

- Celebrating the Arthur Poppy Project

The image of red poppies is a powerful symbol for all Canadians and maybe even more for Arthur, Canada's Most Patriotic Village, Arthur. In 2021, an invitation went out to local churches from St. James Anglican Church in Elora from their knitting group to either crochet or knit poppies. Bonny McDougall from our WN Cultural Roundtable was home, as were most people and needing something to occupy her time started crocheting poppies. Red and black yarn was already in her collection, so the crocheting began and by the end of September when the group in Elora stopped receiving them 138 poppies had been crocheted.

While some people may have stopped at 138, Bonny continued crocheting poppies with a plan. Knowing that 2022 would be the 150<sup>th</sup> Anniversary of the Village of Arthur, she decided to spearhead a similar poppy project. A community rich with a variety of artisans and resourceful people, she felt this would be a project that was viable for our village.

The Arthur 150 committee and Royal Canadian Legion, Branch 226, Arthur also gave permission to use the Legion and Cenotaph with the goal to have a display ready for

the July 1<sup>st</sup> weekend. Bonny and Angie Duffield made trips twice a week to the pickup spot as the bin was overflowing, 7 packages of netting, 7 feet wide by 21 feet long, along with the task of attaching the poppies to the net so they could be displayed during the Arthur 150<sup>th</sup> celebrations.

The intent is to also bring the poppies back out for two weeks in November. They are very eye-catching, beautiful shades of red and we can never do enough to remember those veterans who have given us peace and freedom.

Submitted by Bonny McDougall, Wellington North Cultural Roundtable

#### **CONFIRMING BY-LAW**

RESOLUTION: 2022-292

Moved: Councillor Hern

Seconded: Councillor Burke

THAT By-law Number 101-22 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on August 29, 2022 be read a First, Second and Third time and enacted.

CARRIED

#### **ADJOURNMENT**

RESOLUTION: 2022-293

Moved: Councillor McCabe

Seconded: Councillor Yake

THAT the Regular Council meeting of August 29, 2022 be adjourned at 8:27 p.m.

CARRIED

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**MAYOR**

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**CLERK**

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
PUBLIC MEETING MINUTES – AUGUST 29, 2022 AT 7:00 PM  
HYBRID MEETING WITH IN PERSON AND VIA WEB CONFERENCING**

**Members Present:**

**Mayor:** Andrew Lennox  
**Councillors:** Sherry Burke  
Lisa Hern  
Steve McCabe  
Dan Yake

**Staff Present:**

**Interim Chief Administrative Officer/Chief Building Official:** Darren Jones  
**Interim Chief Administrative Officer/Director of Operations:** Matthew Aston  
**Director of Legislative Services/Clerk:** Karren Wallace  
**Deputy Clerk:** Catherine Conrad  
**Director of Finance:** Farhad Hossain  
**Human Resources Manager:** Amy Tollefson  
**Interim Manager Programming & Community Engagement:** Mandy Jones  
**Incoming Chief Administrative Officer:** Brooke Lambert  
**Senior Planner:** Matthieu Daoust

**CALLING TO ORDER - Mayor Lennox**

Mayor Lennox called the meeting to order.

**DISCLOSURE OF PECUNIARY INTEREST**

No pecuniary interest declared.

**OWNERS/APPLICANT**

ZBA 17/22 Parkbridge Lifestyles Communities Inc.

**LOCATION OF THE SUBJECT LAND**

The land subject to the proposed amendment is described as Lot 11, Concession 6, and known Municipally as 7445 Sideroad 5 E. The property subject to the proposed amendment is approximately 40.62 ha (437.2 ac) in size.

**PURPOSE AND EFFECT OF THE APPLICATION**

The purpose and effect of the proposed amendment is to rezone the subject lands to permit a septic system benefitting an abutting parcel (Part Lot 10, Concession 6). Additional relief may be considered at this meeting.

**NOTICE**

Notices were mailed to property owners within 120 m of the subject property as well as the applicable agencies and posted on the subject property on July 29, 2022.

**PRESENTATIONS**

Matthieu Daoust Senior Planner, County of Wellington, Township of Wellington North

- Planning Report dated August 29, 2022

**PLANNING OPINION**

The purpose of this zone amendment is to rezone 7 ha (17.3 ac) from Agriculture (A) to Site Specific Agricultural (A-91) to be used exclusively for a new septic system

benefitting the abutting parcel (Parkbridge Lifestyles Communities). The applicants are proposing to replace an existing septic system from 2004 on the subject lands. The subject property is approximately 40.62 ha (100 ac) in size.

Planning Staff note the septic system is required to replace an existing failing system, which will be decommissioned (Figure 1). Further, the applicant has stated there is no viable location on the Parkbridge Communities lands. Planning Staff note the new septic system will not facilitate any expansion to the resort.

Planning staff have no concerns with the application. The application is consistent with applicable Provincial Policy and generally conforms with the Official Plan. A draft zoning by-law has been attached to this report for public viewing and Councils consideration.

## INTRODUCTION

The subject land is legally described as Part Lot 11, Concession 6. The subject property is approximately 40.62 ha (100 ac) in size and is currently vacant and farmed. An air photo is shown below in Figure 1.

## PROPOSAL

The purpose of this zone amendment is to rezone 7 ha (17.3 ac) from Agriculture (A) to Site Specific Agricultural (A-91) to be used exclusively for a new septic system benefitting the abutting parcel (Parkbridge Lifestyles Communities).

## PROVINCIAL PLANNING POLICY

Rezoning's are subject to the Provincial Policy Statement and decisions of a Council are required to be "consistent" with it (Section 4.2). The subject property is considered to be within a PRIME AGRICULTURAL area. Section 2.3.3.1 of the PPS allows for agriculture-related uses provided those uses are compatible with, and shall not hinder surrounding agricultural operations.

## COUNTY OFFICIAL PLAN

The subject property is designated PRIME AGRICULTURE and CORE GREENLANDS. The identified feature include Saugeen Valley Conservation Authority regulated Hazard Lands.

Section 13.8.2 of the County Official Plan States "a legally established use which does not conform with the policies of an Official Plan may be recognized as a permitted use in the Zoning By-law. A Council may also consider zoning the property to allow a similar or more compatible use". Council shall have regard for the following:

- a) the need for the change or extension of use;
- b) the proposed use is not offensive with regard to noise, vibration, smoke, dust, fumes, odour, lighting and complies with the Health Protection and Promotions Act;
- c) compatibility;
- d) the need for landscaping, screening, buffering and setbacks;
- e) traffic impacts and parking;
- f) the adequacy of services;
- g) impacts on the natural environment;
- h) impacts on groundwater and surface water quality and quantity in accordance with Sections 4.9.5 and 4.9.5.13 of this Plan.



**ZONING BY-LAW**

The subject lands are zoned Agriculture (A) and Natural Environment (NE). Based on the site plan it appears that the proposed septic system is located on the lands zoned Agricultural. The draft by-law proposes to rezone 7 ha (17.3 ac) from Agriculture (A) to Site Specific Agricultural (A-91) to be used exclusively for a new septic system benefitting the abutting parcel (Parkbridge Lifestyles Communities).

**DRAFT ZONING BY-LAW AMENDMENT**

A draft zoning by-law amendment has been prepared and attached to this report for council's consideration.

**CORRESPONDENCE FOR COUNCIL'S REVIEW**

No correspondence received.

**REQUEST FOR NOTICE OF DECISION**

The by-law will be considered at the regular council meeting following the public meeting. Persons wishing notice of the passing of the by-law must submit a written request.

**MAYOR OPENS FLOOR FOR ANY COMMENTS/QUESTIONS**

Tom DeBoer, Applicant's Agent, was available to answer questions regarding the application.

Greg Dineen, 9208 Concession Rd 4 N., owns land abutting the subject property spoke positively to the character of the owners, noting they have been respectful of the property lines. As a member of Wellington Federation of Agriculture, they like to see farmland kept in production wherever possible he noted they like the reasonable footprint this community has. He asked if Parkridge intends to continue to farm the surrounding land and expressed his support for the application. Mr. DeBoer confirmed that the balance of the land remains rented to a local farmer who will continue to farm the land.

Kent Benson, 9357 Highway 6, neighbouring landowner, stated that he has had past issues with the camp with crops trampled. He asked why the septic system is so large, what is the timeline for decommissioning the old system and will it be turned back to farmland. Mr. DeBoer responded that the septic system has been designed as conventional bed that is larger and is more passive in nature as it relates to the effluent dissolving both in the air and the land. The system has been designed to meet all Ministry regulations and therefore it is the smallest footprint available based on the design parameters required by the Ministry. The existing septic system will be decommissioned once the new system is on-line and functioning property, as per Ministry of Environment regulations. The land will remain fallow for a duration and/or turned back into agricultural resource in the foreseeable future. Mr. deBoer explained that the parts and pieces that are physical, the tank and pipe network will be removed. The soil in which the septic system resides on, whether it's the granular material, sand mantle, or other will become inert after three months of stopping use of it and the earth itself will take care of it and evaporation will take care of the rest. The cleaning up and removal of the bed will happen in the spring, shortly after the commissioning of the system.

**COMMENTS/QUESTIONS FROM COUNCIL**

Councillor Hern asked for clarification of why a new septic system cannot happen on that existing property as opposed to the adjacent land, noting the proposed system is conventional and inquired if another system was used would it use a smaller footprint. Mr. deBoer explained that a tertiary system might have a smaller footprint; however, the conventional system over a long period of time is far better from an environmental standpoint and because they have the land available to spread the effluent over a larger area as opposed to a concentrated area, especially with the high occupancy load on this development. The Ministry has very limited resources in term of alternatives, which is why they have been forced to the adjacent property. The Ministry prefers that if we have the area for a conventional system that it is the best and most effective use of a septic system.

Councillor Yake inquired how the sewage is moved from the community to the septic system. Mr. deBoer stated that both gravity and pumping are used explain there are a series of gravity systems that go to a chamber that will be pumping from one chamber to the next and then to a communal and then eventually to the bed proper. For the most part is gravity fed from the sites to the communal tank and then pumped to the main chamber before it goes to the bed.

**ADJOURNMENT**

RESOLUTION: 008-2022

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Public Meeting of August 29, 2022 be adjourned at 7:35 pm.

CARRIED

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**MAYOR**

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**CLERK**



**WELLINGTON NORTH**  
SEMPER PORRO

## Staff Report

**To:** Mayor and Members of Council Meeting of May 24, 2022

**From:** Michael Givens, CAO

**Subject:** CAO 2022-003 Mount Forest Pool Replacement

### RECOMMENDATION

**THAT** Council of the Township of Wellington North receive for information Report CAO 2022-003 Mount Forest Pool Replacement.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

MOUNT FOREST AQUATIC AD-HOC ADVISORY COMMITTEE TERMS OF REFERENCE

RPL 2022-005 being a report on summer recreation programs

Concept Design New Pool-February 8, 2022

CAO 2021-008 fundraising committee guidelines

OPS 2021-012 being a report to prioritize major Wellington North water and wastewater projects

RAC 2016-003 being a report on establishing an ad hoc committee regarding the Mount Forest Pool

### BACKGROUND

At the May 9, 2022 Council meeting, Council requested a summary of “key decision points” that require consideration as we continue to move forward with the design, finance, build of a new pool in Mount Forest. These items are more specifically associated with the financial components associated with a recreation project of this magnitude.

Items for consideration, decision making and direction provision to staff and committee(s)-

1. What is the budget for the new Mount Forest Pool? Current concepts suggest between \$5 and \$5.5 million. Pools can be scoped to meet a budget. Is council going to consider a budget cap or is continued creep acceptable?
2. How much long-term debt is Township council willing to accept to build a pool? \$2.5 million? \$4.5 million? Debt levels are currently low for the Township, but major capital investments that are likely to require debt financing loom.
3. The recent joint meeting of the Recreation, Parks, Leisure Committee and Mount Forest Aquatics Ad Hoc Advisory Committee confirmed that the Ad Hoc Advisory Committee continues to focus fundraising efforts solely on pool enhancements (i.e., items that are not included as part of the existing pool. (E.g., climbing wall, water feature(s), sunshades, bubblers). When the final concept is prepared, Council and staff should sit down and confirm the list of enhancements with pricing and provide that to the Ad Hoc Advisory Committee, so they understand their goal. Is the beach entry an enhancement? Is the trellis an enhancement? Is landscaping surrounding the pool (outside the fence) an enhancement? These are examples of questions that need to be addressed prior to the list of enhancements being provided to the Ad Hoc Advisory Committee.
4. Are funds raised through naming rights, contributions from neighbouring municipalities whose residents utilize the pool to go towards the core pool and bathhouse capital funds? Do potential proceeds from the sale of lands of the current pool site go towards the core pool and bathhouse?
5. It has been assumed by some there are 2 separate fundraising pots. 1 for pool enhancements that the Ad Hoc Advisory Committee is focused on and 1 for the core pool (replacement) and bathhouse (replacement). Is it council's assumption that staff are "fundraising" for the core pool and bathhouse?
6. Is the Mount Forest Pool project the #1 priority capital infrastructure project for all eligible provincial or federal funding grants? That is typically a question asked as part of funding applications, requiring a resolution of council to confirm. Council endorsed an application in 2019 to the Investing in Canada Infrastructure Program (ICIP) for the Arthur Community Centre renovations, dressing room expansions. Has the Mount Forest pool now become the number 1 recreation priority?
7. Does Council want to establish clear targets that must be met prior to actual construction proceeding?
  - a. Examples-
    - i. 2/3 of total project funding must be secured prior to proceeding. A combination of fundraising, grants, reserve allocations.
    - ii. Ad hoc Committee has raised 2/3 of funding target for project enhancements.

<b>FINANCIAL CONSIDERATIONS</b>
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**FUNDING SOURCES-**

- Development Charges dedicated to the MF Pool
  - Balance-\$403,000
  - Note-development charges are to be utilized to address “Net Growth Related Costs”
- Cash in lieu of parkland-can be used for upgrading of existing parks/facilities, provided need is due to intensification. The case could be made for certain of the landscape amenities for sure.
  - Balance-\$187,000
- Council Community and Contingency Reserve-really the council discretionary reserve
  - Balance \$8000
- Tax rate stabilization-justification, reduce debt required reduces future tax rate pressure
  - Balance-\$1.4 million
- Capital infrastructure Reinvestment Reserve Fund- used for rehab or replacement of existing infrastructure
  - Balance-\$1.3 million
- Gas tax or Ontario Community Infrastructure Fund-Formula Based (OCIF)-could commit **future** receipt of these funds to the project. That would create a gap for other infrastructure rehab. Gas tax historically focused on bridge rehabilitation, OCIF focused on other infrastructure rehabilitation (roads, water, sanitary)
  - Gas tax, now Canada Community Building Fund (CCBF) 2022 Allocation-\$378,000
  - OCIF 2022 Allocation-\$1,903,374

**OTHER IMMINENT PROJECTS THAT WILL REQUIRE A COMBINATION OF DEBT FINANCING, DEVELOPMENT CHARGES, OTHER DEVELOPER CONTRIBUTION, RESERVES AND GRANTS**

<i>Project</i>	<i>Estimated Cost*</i>
Arthur Wastewater Plant Project – Phase 2	\$8.3 Million (2018)
Mount Forest Water Tower	\$5 Million (2021)
Arthur Water Tower	\$3.7 Million (2020)
Arthur Water Supply	\$3.5 Million (2021)
Mount Forest Wastewater Plant Capacity	Unknown
Arthur Water Treatment	Unknown
Arthur Community Centre Renovations & Dressing Room Additions	\$1.8 Million (ice plant, piping, ice surface work completed)
Mount Forest Fire Hall	\$2 Million
Arthur Operations Centre	\$3.5 Million

\*- Estimate costs are approximate, and parenthesis' indicate year of engineered or preliminary estimate.

The above list is not exhaustive but is to provide context of the amount of funding that will be required in the near future.

**OTHER CONSIDERATIONS-**

## 1. 2022 ANNUAL REPAYMENT LIMIT-\$2,296,276

This limit represents the maximum amount which the municipality had available as of December 31, 2020 to commit to payments relating to debt and financial obligation.

2. Mount Forest Pool Operations-annually pool operations cost the Township approximately \$70,000. These are operating costs only. A 25-year debenture for \$2.5 million would add over \$150,000 annually to the pool costs.

<b>ATTACHMENTS</b>
--------------------

1. Amortizing Debenture Draft Payment Schedule \$2.5 million, 25 year, 3.50% interest, annual payment
2. 2022 Annual Repayment Notice-MMAH
3. MF Pool Concept 3-most preferred concept based on survey results
4. Resolution #2019-341

<b>STRATEGIC PLAN 2019 – 2022</b>
-----------------------------------

Do the report's recommendations align with our Strategic Areas of Focus?

Yes

No

N/A

Which priority does this report support?

Modernization and Efficiency

Municipal Infrastructure

Partnerships

Alignment and Integration

<b>Prepared By:</b>	Michael Givens, CAO	<i>Michael Givens</i>
<b>Recommended By:</b>	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>

## >> Amortizing Debenture Schedule

Organization Name	Wellington North
Principal Amount	\$2,500,000.00
Annual Interest Rate	3.50 %
Loan Term (Year)	25
Debenture Date (mm/dd/yyyy)	08/01/2023
Maturity Date (mm/dd/yyyy)	08/01/2048
Payment Frequency	Annual
Loan Type	Amortizing

Payment Date	Total Payment	Principal Amount	Interest Amount	Principal Balance
08/01/2024	\$151,685.09	\$64,185.09	\$87,500.00	\$2,435,814.91
08/01/2025	\$151,685.09	\$66,431.57	\$85,253.52	\$2,369,383.34
08/01/2026	\$151,685.09	\$68,756.67	\$82,928.42	\$2,300,626.67
08/01/2027	\$151,685.09	\$71,163.16	\$80,521.93	\$2,229,463.51
08/01/2028	\$151,685.09	\$73,653.87	\$78,031.22	\$2,155,809.64
08/01/2029	\$151,685.09	\$76,231.75	\$75,453.34	\$2,079,577.89
08/01/2030	\$151,685.09	\$78,899.86	\$72,785.23	\$2,000,678.03
08/01/2031	\$151,685.09	\$81,661.36	\$70,023.73	\$1,919,016.67
08/01/2032	\$151,685.09	\$84,519.51	\$67,165.58	\$1,834,497.16
08/01/2033	\$151,685.09	\$87,477.69	\$64,207.40	\$1,747,019.47
08/01/2034	\$151,685.09	\$90,539.41	\$61,145.68	\$1,656,480.06
08/01/2035	\$151,685.09	\$93,708.29	\$57,976.80	\$1,562,771.77
08/01/2036	\$151,685.09	\$96,988.08	\$54,697.01	\$1,465,783.69
08/01/2037	\$151,685.09	\$100,382.66	\$51,302.43	\$1,365,401.03
08/01/2038	\$151,685.09	\$103,896.05	\$47,789.04	\$1,261,504.98
08/01/2039	\$151,685.09	\$107,532.42	\$44,152.67	\$1,153,972.56
08/01/2040	\$151,685.09	\$111,296.05	\$40,389.04	\$1,042,676.51
08/01/2041	\$151,685.09	\$115,191.41	\$36,493.68	\$927,485.10
08/01/2042	\$151,685.09	\$119,223.11	\$32,461.98	\$808,261.99
08/01/2043	\$151,685.09	\$123,395.92	\$28,289.17	\$684,866.07
08/01/2044	\$151,685.09	\$127,714.78	\$23,970.31	\$557,151.29
08/01/2045	\$151,685.09	\$132,184.79	\$19,500.30	\$424,966.50
08/01/2046	\$151,685.09	\$136,811.26	\$14,873.83	\$288,155.24
08/01/2047	\$151,685.09	\$141,599.66	\$10,085.43	\$146,555.58
08/01/2048	\$151,685.03	\$146,555.58	\$5,129.45	\$0.00
	<b>\$3,792,127.19</b>	<b>\$2,500,000.00</b>	<b>\$1,292,127.19</b>	

### DISCLAIMER:

Infrastructure Ontario does not warrant or make any representations regarding the use or the results of the use of the calculator found herein in terms of their correctness, accuracy, timeliness, reliability, or otherwise. Under no circumstances shall Infrastructure Ontario be held liable for any damages, whether direct, incidental, indirect, special, or consequential, and including, without limitation, lost revenues or lost profits, arising from or in connection with your use or reliance on the calculator found herein.

This calculator is provided for general illustrative purposes only and does not constitute investment advice. To take into account your specific circumstances, you should obtain professional investment, legal and/or tax advice, as appropriate.

## 2022 ANNUAL REPAYMENT LIMIT

(UNDER ONTARIO REGULATION 403 / 02)

<b>MMAH CODE:</b>	<b>75617</b>		
<b>MUNID:</b>	<b>23020</b>		
<b>MUNICIPALITY:</b>	<b>Wellington North Tp</b>		
<b>UPPER TIER:</b>	<b>Wellington Co</b>		
<b>REPAYMENT LIMIT:</b>		<b>\$</b>	<b>2,296,276</b>

The repayment limit has been calculated based on data contained in the 2020 Financial Information Return, as submitted to the Ministry. This limit represents the maximum amount which the municipality had available as of December 31, 2020 to commit to payments relating to debt and financial obligation. Prior to the authorization by Council of a long term debt or financial obligation, this limit must be adjusted by the Treasurer in the prescribed manner. The limit is effective January 01, 2022

### FOR ILLUSTRATION PURPOSES ONLY,

The additional long-term borrowing which a municipality could undertake over a 5-year, a 10-year, a 15-year and a 20-year period is shown.

If the municipalities could borrow at 5% or 7% annually, the annual repayment limits shown above would allow it to undertake additional long-term borrowing as follows:

5% Interest Rate			
(a)	20 years @ 5% p.a.	\$	28,616,668
(a)	15 years @ 5% p.a.	\$	23,834,554
(a)	10 years @ 5% p.a.	\$	17,731,231
(a)	5 years @ 5% p.a.	\$	9,941,671
7% Interest Rate			
(a)	20 years @ 7% p.a.	\$	24,326,775
(a)	15 years @ 7% p.a.	\$	20,914,280
(a)	10 years @ 7% p.a.	\$	16,128,078
(a)	5 years @ 7% p.a.	\$	9,415,183



# DETERMINATION OF ANNUAL DEBT REPAYMENT LIMIT

024

(UNDER ONTARIO REGULATION 403/02)

MUNICIPALITY:

**Wellington North Tp**

MMAH CODE:

**75617**

**Debt Charges for the Current Year**

		1
		\$
0210	Principal (SLC 74 3099 01) . . . . .	1,407,345
0220	Interest (SLC 74 3099 02) . . . . .	81,422
0299	<b>Subtotal</b>	<b>1,488,767</b>
0610	Payments for Long Term Commitments and Liabilities financed from the consolidated statement of operations (SLC 42 6010 01) . . . . .	0
9910	<b>Total Debt Charges</b>	<b>1,488,767</b>

**Amounts Recovered from Unconsolidated Entities**

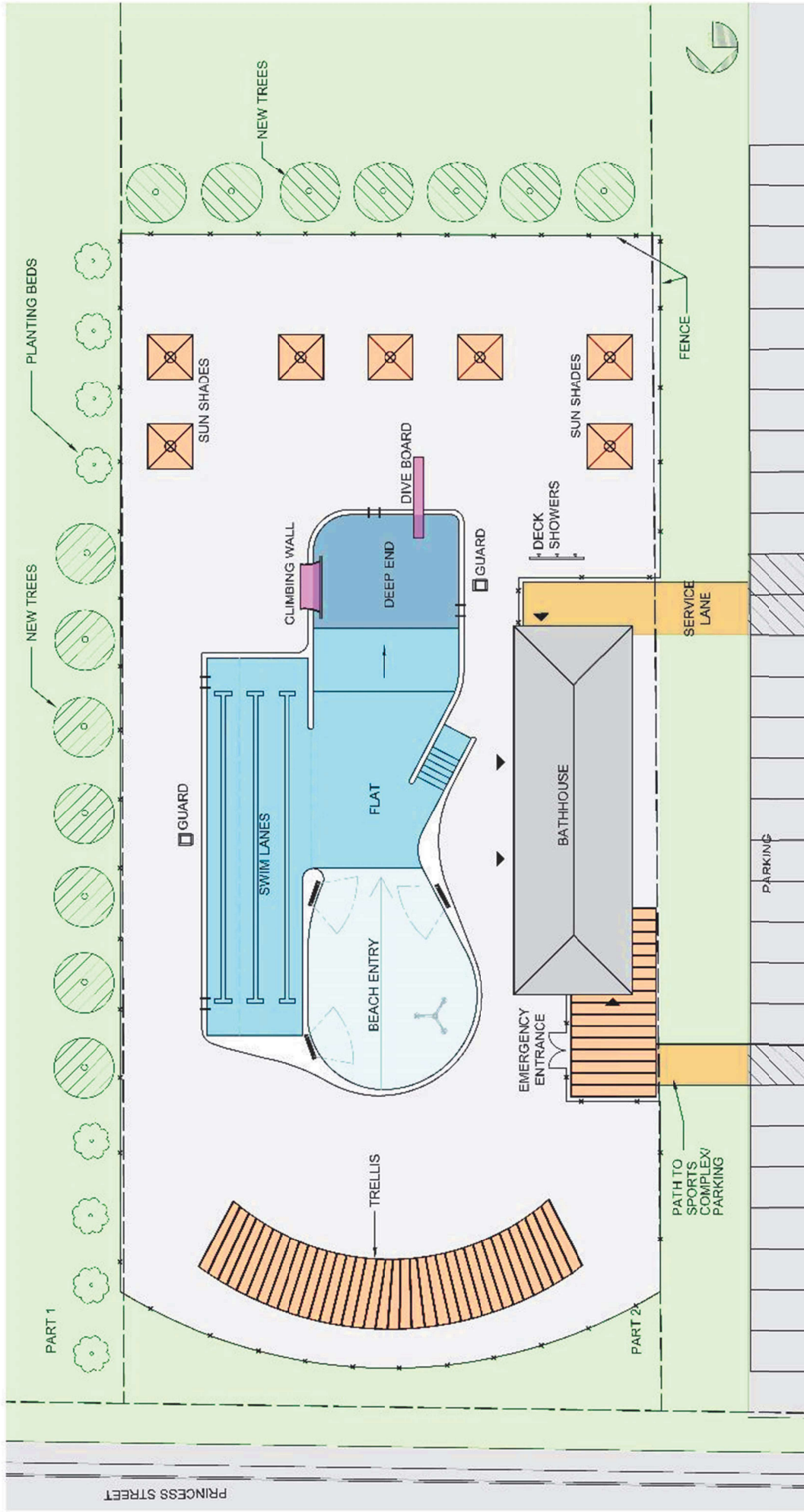
		1
		\$
1010	Electricity - Principal (SLC 74 3030 01) . . . . .	0
1020	Electricity - Interest (SLC 74 3030 02) . . . . .	0
1030	Gas - Principal (SLC 74 3040 01) . . . . .	0
1040	Gas - Interest (SLC 74 3040 02) . . . . .	0
1050	Telephone - Principal (SLC 74 3050 01) . . . . .	0
1060	Telephone - Interest (SLC 74 3050 02) . . . . .	0
1099	<b>Subtotal</b>	<b>0</b>
1410	Debt Charges for Tile Drainage/Shoreline Assistance (SLC 74 3015 01 + SLC 74 3015 02) . . . . .	20,394
1411	Provincial Grant funding for repayment of long term debt (SLC 74 3120 01 + SLC 74 3120 02) . . . . .	0
1412	Lump sum (balloon) repayments of long term debt (SLC 74 3110 01 + SLC 74 3110 02) . . . . .	0
1420	<b>Total Debt Charges to be Excluded</b>	<b>20,394</b>
9920	<b>Net Debt Charges</b>	<b>1,468,373</b>

		1
		\$
1610	Total Revenue (SLC 10 9910 01) . . . . .	18,698,178
<b>Excluded Revenue Amounts</b>		
2010	Fees for Tile Drainage / Shoreline Assistance (SLC 12 1850 04) . . . . .	0
2210	Ontario Grants, including Grants for Tangible Capital Assets (SLC 10 0699 01 + SLC 10 0810 01 + SLC 10 0815 01) . . . . .	2,853,123
2220	Canada Grants, including Grants for Tangible Capital Assets (SLC 10 0820 01 + SLC 10 0825 01) . . . . .	51,135
2225	Deferred revenue earned (Provincial Gas Tax) (SLC 10 830 01) . . . . .	0
2226	Deferred revenue earned (Canada Gas Tax) (SLC 10 831 01) . . . . .	356,309
2230	Revenue from other municipalities including revenue for Tangible Capital Assets ( SLC 10 1098 01 + SLC 10 1099 01) . . . . .	110,171
2240	Gain/Loss on sale of land & capital assets (SLC 10 1811 01) . . . . .	-111,686
2250	Deferred revenue earned (Development Charges) (SLC 10 1812 01) . . . . .	305,016
2251	Deferred revenue earned (Recreation Land (The Planning Act)) (SLC 10 1813 01) . . . . .	0
2252	Donated Tangible Capital Assets (SLC 53 0610 01) . . . . .	0
2253	Other Deferred revenue earned (SLC 10 1814 01) . . . . .	25,687
2254	Increase / Decrease in Government Business Enterprise equity (SLC 10 1905 01) . . . . .	0
2255	Other Revenue (SLC 10 1890 01 + SLC 10 1891 01 + SLC 10 1892 01 + SLC 10 1893 01 + SLC 10 1894 01 + SLC 10 1895 01 + SLC 10 1896 01 + SLC 10 1897 01 + SLC 10 1898 01) . . . . .	49,829
2299	<b>Subtotal</b>	<b>3,639,584</b>
2410	Fees and Revenue for Joint Local Boards for Homes for the Aged . . . . .	0
2610	<b>Net Revenues</b>	<b>15,058,594</b>
2620	<b>25% of Net Revenues</b>	<b>3,764,649</b>
9930	<b>ESTIMATED ANNUAL REPAYMENT LIMIT</b>	<b>2,296,276</b>
		(25% of Net Revenues less Net Debt Charges)

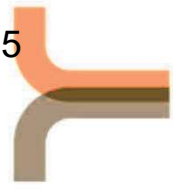
\* SLC denotes Schedule, Line Column.

# Concept 3. - Plan

017



025



Concept Design for New Outdoor Pool



RESOLUTION: 2019-341

Moved: Councillor Hern

Seconded: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North receive Report RAC 2019-019 being a report on the Investing in Canada Infrastructure Program (ICIP) Application be received;*

*AND FURTHER THAT Council support and direct staff to submit an application for the rehabilitation of the Arthur and Area Community Centre consistent with this report, a project which will result in improved functionality and accessibility at the community-owned facility;*

*AND FURTHER THAT Council agree to fund the Township's share of the project cost, as recommended by Township staff, if the application is successful.*

CARRIED

I, Karren Wallace, CLERK OF THE  
TOWNSHIP OF WELLINGTON NORTH  
HEREBY CERTIFY THIS TO BE A  
TRUE AND COMPLETE COPY

Karren Wallace  
Karren Wallace

*of Resolution 2019-341 from the Nov 4/18  
meeting of Council*

027

THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
MOUNT FOREST AQUATICS AD-HOC ADVISORY COMMITTEE MINUTES  
AUGUST 23, 2022 @ 7:00 P.M.  
BILL MOODY PARK MOUNT FOREST

Committee Members Present:

Sherry Burke, Councillor, Chairperson  
Andy Lennox, Mayor, ex-officio  
Shelley Weber, Public Member  
Jessica McFarlane, Public Member  
Vern Job, Lions Member  
Al Leach, Lions Member

Regrets:

Lori Doney, Public Member  
Ray Tout, Lions Member

Staff Present:

Matthew Aston, Director of Operations  
Mandy Jones, Interim Manager, Programming Community Engagement  
Jessica Turnbull, Administrative Assistant

Guests:

Dan Yake, Councillor  
Steve McCabe, Councillor

**CALLING THE MEETING TO ORDER**

Chair Burke called the meeting to order at 7:00 p.m.

**ADOPTION OF THE AGENDA**

RESOLUTION: MFA 2022-016

Moved: Member Leach

Seconded: Member McFarlane

THAT the agenda for the August 23, 2022 Township of Wellington North Mount Forest Aquatics Ad-Hoc Advisory Committee meeting be accepted and passed.

CARRIED

**DISLCOSURE OF PECUNIARY INTEREST**

No pecuniary interest declared.

**Minutes of Previous Meeting**

Approved at the July 25, 2022 Meeting of Council

Mount Forest Aquatics Ad-Hoc Advisory Committee Meeting of July 12, 2022

RESOLUTION: MFA 2022-017

Moved: Member Job

Seconded: Member Weber

THAT the Mount Forest Aquatics Ad-Hoc Advisory Committee receive for information the Minutes from the July 12, 2022 committee meeting.

CARRIED

**BUSINESS ARISING FROM THE MINUTES**

THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
MOUNT FOREST AQUATICS AD-HOC ADVISORY COMMITTEE MINUTES  
AUGUST 23, 2022 @ 7:00 P.M.  
BILL MOODY PARK MOUNT FOREST

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### **Promotional Items**

Chair Burke has all swag at her home which was collected from member Hewson. Chair Burke explained that she would like to work with someone more tech savvy to post to social media platforms. A complete inventory will be disclosed at the next meeting. There are a few more farmers' market days where swag could be sold at the Lions Club tent.

Member McFarlane has emailed Sharon Wagner to see if the swag could be added to the Mount Forest Chamber website via Shopify which is an e-commerce platform. This would entail taking photos of the swag items and allow the public to purchase them online.

Councillor McCabe enquired how much has been sold and it was stated at the last meeting that there is just over \$10,000 in the bank account.

### **MacDonald-Schwindt Splash Pad Naming Ceremony**

Member Job updated the committee about the ceremony adding it was a great day, with amazing turnout.

### **Future Fundraising Opportunities**

Fall Event – You've Been Flocked

Member McFarlane shared a draft flyer for the Fall You've Ben Flocked campaign. The event is to take place on September 18<sup>th</sup> through Oct 2<sup>nd</sup>. The flyer and the fundraiser form are the same as previously used with the exceptions of a few added details such as the where to make the cheques payable to, the e-transfer email and a box for tax receipts.

Member McFarlane suggested to reach out to 88.7 The River to see if they are okay with being the drop off location again.

Member McFarlane explained that the deadline to advertise in the Bizbull has passed but advertising in the Advertiser is still a possibility as it would target community members not on social media. The deadline is generally two weeks for the advertiser.

Chair Burke suggested Member Weber bring the previous Advertiser quote to the next meeting for discussion. The Interim Manager, Programming and Community Engagement (IMPCE) suggested to submit a media release to the Advertiser along with some photos of the previous campaign. Committee agreed with the idea and staff will support in drafting a media release with support from Chair Burke and Member McFarlane.

Member McFarlane mentioned advertising could be done at the Lions Bingo on Wednesday evenings or at the Seniors Socials.

Member McFarlane asked committee for support on volunteering with logistics as there was some difficulty with organizing them last event. The Committee requested the contact information of individuals that completed the Pool survey in the spring that were interested in

THE CORPORATION OF THE  
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AUGUST 23, 2022 @ 7:00 P.M.  
BILL MOODY PARK MOUNT FOREST

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volunteering with fundraising efforts. Staff will provide Chair Burke and Member McFarlane with this information.

The flamingos are currently at the Lion's rental unit and Member Job will check them out to ensure they are all still in good condition.

Committee spoke to the idea of having a maximum distance for setting up the flamingos as it would be easier for the volunteers. Chair Burke suggested that if they are located within Wellington North, they should be allowed to participate in the event. Committee agreed.

Member Job will be away September 17<sup>th</sup> - 24<sup>th</sup>

Member Job inquired about the "top-up programs" where individuals are asked to support various charities at stores such as No Frills. Member Weber is familiar with the program, as they ran one for the Christmas Bureau at No Frills. The program had cashiers ask if customers wanted to donate towards the Christmas bureau, if yes, the cashiers would scan a barcode and the amount would be added to the customers bill.

Member Weber suggested a paint night which is currently only offered via zoom but will wait to see if they'll be doing it in-person soon.

IMPCE reminded Committee of the fundraising calendar. Chair Burke explained that it could be pursued for 2024 and Committee can look to organize it starting the beginning of 2023.

**Direction to Staff: to include the Calendar as a standing item on all future agendas**

## **Membership Update**

Chair Burke informed Committee that she accepted the resignations of Member Jayme Hewson, and Member Larissa Lamont.

Committee was asked to think of two additional individuals that could join as public members.

## **ITEMS FOR CONSIDERATION**

### **Financial Update**

\$10,000 is the last figure mentioned from Member Tout. An update will be provided at the next meeting.

### **OTHER BUSINESS/ROUNDTABLE**

Discussion at Council regarding the Mount Forest Outdoor Pool and Aquatics Centre

The Director of Operations provided an update on the new pool concept design and explained that it will be presented to council next Monday. He clarified that it is a tamed down concept three. Member McFarlane mentioned the climbing wall and is concerned about where it might be located based on the current site plan, she believes it is an important feature to have for the kids. The Director of Operations explained that staff are focused on getting the base drawings and the rock wall feature will have to be fundraised for; the location will not be a problem.

THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
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AUGUST 23, 2022 @ 7:00 P.M.  
BILL MOODY PARK MOUNT FOREST

030

Mayor Lennox inquired about the appetite for fundraising capacity from the community. Member Leach expressed that Council should consider engaging a professional fundraising firm to support in the collection of donations to reach a higher fundraising goal. This Committee is excited to have \$10,000 in the bank and is looking forward to additional fundraisers. The new pool is two or more years away from being constructed. Staffing remains a challenge for the pool operations. Member Job asked what Councils' perspective is on the dollar value for fundraising. Mayor Lennox stated there is not one in place, but the prices are beyond what was expected. There is potential to seek provincial or federal funding, however timelines and provincial/federal priorities may not align. Member Leach suggested that the community be re-surveyed once a final pool concept is chosen with a dollar figure attached. Member McFarlane mentioned that it will be easier to fundraise once a concept and design is chosen and can be displayed.

The IMPCE invited Committee to the Volunteer and Newcomer Celebration on September 23<sup>rd</sup> from 11:00am – 1:00pm at the Mount Forest & District Sports Complex. Community groups and organizations are also welcome to come and setup a booth. The meal will be catered and is free, but registration is required.

**NEXT MEETING**

September 13, 2022 @ 7pm  
Location TBD

**ADJOURNMENT**

RESOLUTION: MFA 2022-018

Moved: Member MacFarlane

Seconded: Member Weber

THAT the Township of Wellington North Mount Forest Aquatics Ad-Hoc Advisory Committee meeting of August 23, 2022 be adjourned at 8:10 p.m.

CARRIED

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
RECREATION, PARKS AND LEISURE COMMITTEE MEETING MINUTES  
TUESDAY, SEPTEMBER 6, 2022 @ 4:00 P.M.  
VIA WEB CONFERENCING**

**Committee Members Present:**

- Steve McCabe, Councillor, Chair
- Dan Yake, Councillor, Member
- Andy Lennox, Mayor, ex-officio,

**Regrets:**

- Brian Milne, Deputy Mayor Southgate, Member

**Staff Members Present:**

- Matthew Aston, Director of Operations
- Mandy Jones, Interim Manager, Programming and Community Engagement
- Tom Bowden, Recreation Services Manager

**Guests:**

- Elsa Mann, Mount Forest Family Health Team
- Suzanne Trivers, Mount Forest Family Health Team

<b>Calling to Order</b>
Chair McCabe called the meeting to order at 4:00 p.m.
<b>Adoption of Agenda</b>
RESOLUTION RPL 2022-044 Moved by Member Yake Seconded by Mayor Lennox  THAT the agenda for the September 6, 2022 Township of Wellington North Recreation, Parks and Leisure Committee meeting be accepted and passed.  CARRIED
<b>Disclosure of Pecuniary Interest</b>
None
<b>Deputation</b>
Elsa Mann and Suzanne Trivers, Community Garden  A verbal presentation was provided by Ms. Mann and Ms. Trivers regarding the opportunity to create a Community Garden at the Mount Forest Fairgrounds. The need for a community garden was amplified during the COVID-19 pandemic as food security, isolation, and access became a challenge.  A grant application was submitted to Food Futures in the amount of \$10,000.00, although only \$2,500.00 was awarded for the project.  The Mount Forest Family Health Team is seeking support related to two items:



1. Support related to forming a Committee, and;
2. Support related to securing a desired location; ideally at the Mount Forest Fairgrounds.

The goal of the project is to engage the community; youth, seniors and families that may not be involved in typical recreation opportunities in the community. This would be accessible to everyone, and food produced could be shared with local organizations such as the food bank, raw carrot and members of the public.

The vision for the project is for it to include “plots” for raised beds, located between/behind the two agricultural buildings on the Mount Forest Fairgrounds. The area would require full fencing, with gated access and netting placed along the outfield of the Kinsmen Diamond. The roof from the agricultural building would serve as a water collection opportunity. Each plot would be sponsored by an individual, group or organization, managing the people and activities around that plot. Eventually, the Community Garden would be overseen by a dedicated Board or Committee. In terms of distribution of the produce produced on the plot, that decision would be left to the “owners” of the plot.

As the Family Health Team was only recently made aware of the \$2,500.00 being awarded to the project, they have not had a chance to thoroughly review how the budget will be spent. At this time, the vision is for the dollars to go towards marketing and advertisement, meeting space rentals and stipends for organizers. The initial dollars must be spent by March 2023. The Family Health Team continues to look for other financial grant opportunities for the project.

At this time, the Mount Forest Agricultural Society has not been engaged in discussions related to the proposed location.

Mayor Lennox stated that in broad terms the Committee is supportive of the project and feel it would be a good asset to the community. He also explained that a few years ago the Township provided financial support to Wellington Heights Secondary School to support their community garden program. Due to COVID-19 the program has laid dormant, but it could be a good opportunity for this group to work with infrastructure that is already in place and currently being underutilized, recognizing that the location is not what is preferred.

The Family Health Team clarified that they are open to ideas.

The Director of Operations noted that Community Gardens were mentioned in the Recreation Master Plan community survey, but no recommendations were made based on those results. In addition, the Director of Operations clarified that the Community Gardens in Arthur are supported by a corporate sponsor (Musashi Auto Parts), installed on their land, and maintained by them as well.

Mayor Lennox explained the timeline could be difficult to achieve given the Township is in a state of transition with the municipal election set to take place in October. However, the project can be highlighted at Council. There are additional challenges around the preferred location at the Fairgrounds as the Township holds a lease

<p>agreement with the Mount Forest Agricultural Society, so they would need to be engaged in the process.</p> <p>RESOLUTION RPL 2022-045 Moved by Mayor Lennox Seconded by Member Yake</p> <p>THAT the Recreation, Parks and Leisure Committee receive for information the Community Garden grant proposal and request for a location of a community garden.</p> <p>CARRIED</p>
<p><b>Minutes of Previous Meeting – July 5, 2022; approved at the Council Meeting of July 25, 2022</b></p>
<p>RESOLUTION RPL 2022-046 Moved by Member Yake Seconded by Mayor Lennox</p> <p>THAT the Recreation, Parks and Leisure Committee receive for information the minutes of the July 5, 2022 Committee Meeting.</p> <p>CARRIED</p>
<p><b>Business Arising From Minutes</b></p>
<p>None</p>
<p><b>Ad Hoc Committee Updates</b></p>
<p>RESOLUTION RPL 2022-047 Moved by Mayor Lennox Seconded by Member Yake</p> <p>THAT the Recreation, Parks and Leisure Committee receive the minutes of the August 23, 2022 Committee Meeting;</p> <p>AND FURTHER THAT the Committee recommend the Council of the Township of Wellington North approve the minutes of the August 23, 2022 Mount Forest Aquatics Ad-Hoc Advisory Committee Meeting.</p> <p>CARRIED</p>
<p><b>Reports</b></p>
<p>Pool Design &amp; Delegation to Southgate</p> <p>RESOLUTION RPL 2022-048 Moved by Member Yake Seconded by Mayor Lennox</p> <p>THAT the Recreation, Parks and Leisure Committee receive for information the update on the Pool Design and delegation to Southgate.</p> <p>CARRIED</p>

Chair McCabe provided an update to Committee explaining that he, Mayor Lennox and Aquatics Committee Chair Burke attended a Township of Southgate Council meeting in early August. The initial design that was provided to the Council has since been updated to reveal a more base-level design. The approved concept will need to be shared with their Council.

Today, Chair McCabe and Aquatics Committee Chair Burke attended a Township of West Grey Council meeting to provide an overview of the Mount Forest Outdoor Pool and Aquatics Centre project.

The Director of Operations explained that the design that was approved in principle at Council has been sent back to the Architect to receive a more visual representation of that concept. Staff are also working with the Architect on the “three step process” required for the design process: schematic, design development and detailed design or construction drawings.

Upon completion of the Schematic Design, the Township will be able to procure a Class D estimate, which is +/- 20%, providing an estimate for build that is more accurate.

#### RPL 2022-017 Staffing Level Concerns

##### RESOLUTION RPL 2022-049

Moved by Mayor Lennox

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2022-017 being a report on staffing level concerns within the recreation department.

CARRIED

The Director of Operations explained that this report was brought forward as an awareness piece for Committee and Council. The Township continues to pursue recruitment efforts of part-time Recreation Labourer / Drivers and Arena Attendants. Unfortunately, due to current staffing levels, there is a risk that there will be service-level impacts. The commitment at the ice allocation meeting was that local minor sports organization would be given priority. Groups from outside of area and adult groups may be impacted in terms of ice availability.

To further explain the staffing shortage using one example of a service-level decrease, the Director of Operations described that without the assistance of Arena Attendants to support in the ice flooding activity, a typical 8–10-minute flood will likely turn into a 15-minute flood.

In reviewing the number of staff hours from 2019 to 2022, Committee can note a significant decline in staff availability.

The Recreation Services Manager explained that two full time staff have requested vacation time in October and unfortunately it cannot be approved as the Township does not have the staff to cover the shifts. Our team is made up of very experienced

operators and we are vulnerable to these team members being recruited by neighbouring municipalities.

At this time, we are exploring closing the facilities on weekday mornings so we can reallocate staff to evenings and weekends. In addition, lawn maintenance will be reduced as our priority needs to be the internal operations of the facilities and we do not have the staffing availability to be focused on both indoor and outdoor maintenance activities.

Mayor Lennox expressed that staffing shortages is an ongoing challenge and that he is supportive of the steps staff are taking to place priority on the most important use of staff time.

The Director of Operations added that on a positive note, a local food vendor, Spanky's BBQ, has come forward as an interested party in renting and running the concession booths in both Arthur and Mount Forest.

RPL 2022-016 Proposed Renovations at the Mount Forest and District Sports Complex

RESOLUTION RPL 2022-050

Moved by Mayor Lennox

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive Report RPL 2022-016 being a report on the proposed renovation at the Mount Forest and District Sports Complex;

AND FURTHER THAT the Committee recommend the Council of the Township of Wellington North direct staff proceed with a procurement process as detailed within Township policy for the renovation of the upper leisure hall at the Mount Forest and District Sports Complex at this time;

AND FURTHER THAT the Committee recommend Council direct staff to utilize previously allocated Municipal Modernization and Efficiency Funds for this project;

AND FURTHER THAT the Committee recommend Council authorize the Director of Operations, or their designate, to enter an agreement(s) for this project.

CARRIED

In late 2021, Modernization Funds were allocated for renovations at the Mount Forest and District Sports Complex. These included renovations to the arena lobby and the development of offices in the Upper Leisure Hall.

At this time, staff recommendation is to proceed with only the renovations to the Upper Leisure Hall. Internally, there are many concerns related to lack of physical space for Township employees as we grow as an organization.

Member Yake asked if there was a timeline attached to the Modernization Funds. The Director of Operations will follow-up on this.

Direction to Staff: Investigate the timeline for using the Municipal Modernization Funds.

Ice Allocation Meeting August 10, 2022

RESOLUTION RPL 2022-051

Moved by Mayor Lennox

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive for information the minutes of the August 10, 2022 Ice Allocation Meeting.

CARRIED

The Recreation Services Manager explained that in attendance was one representative from each user group; noting minor changes in who those representatives were. As stated, the Township is going to try and cover local groups first, but there may be service-level impacts due to staffing levels (sickness, Covid, vacation). At this time, staff are continuing to try and fill vacancies in the schedule. We have not turned away any users, but we have had to put them on hold until we have a better understanding of our staffing levels.

Arthur Community Centre Roof Update (verbal)

The Director of Operations explained that Grinham Architects was awarded the Architect work related to assisting the Township with the roof replacement. This project will not likely be completed until spring 2023. Through working with the Architect, Township will have a better understanding of the roof specifications and costs associated with the project.

Mayor Lennox expressed that there could be opportunities related to climate change actions and asked if we could consider, as part of the project, enhancing insulation on the roof or including solar panels.

The Director of Operations explained this is the right time to bring these ideas forward and will work with the Architect to not only give consideration to the types of materials being used, but also as to how or if solar panels and insulation levels can be incorporated into the project.

### **Items for Consideration**

Campbell DeVore Playground Inspection

RESOLUTION RPL 2022-052

Moved by Mayor Lennox

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive for information the 2022 Playground Safety Inspection Audit Report for Campbell DeVore Playground performed by Safe Play Recreation Ltd.

CARRIED

The Interim Manager, Programming and Community Engagement explained that this was brought forward for Committee's awareness. As part of the Campbell DeVore Playground RFP the Township requested a third-party inspection audit and these are

the results of that inspection, performed by Safe Play Recreation Inc. as contracted by Park and Water Ltd.

As noted in the Inspection Audit, the newest Township playground passed all levels of the inspection. Many families and children have been using the new amenity, which is a positive for the community.

### **Roundtable**

#### **Volunteer and Newcomer Celebration**

This event is being held on September 23, 2022 from 11:00am – 1:00pm at the Mount Forest and District Sports Complex. Pre-registration is required.

#### **Arthur Fall Fair**

This event is being held from September 8 – 11, 2022 at the Arthur Community Centre and Fairgrounds. Councillor Hern and Chair McCabe have been working on decorating a float for the Friday evening parade.

#### **MacDonald-Schwindt Lions Splash Pad Grand Opening**

This event was held on August 20, 2022 at the Mount Forest Fairgrounds and was very well attended.

#### **Mount Forest Fair**

This event was held on August 20, 2022 at the Mount Forest Fairgrounds and was very well attended.

#### **Mount Forest Fireworks Festival**

This event was held July 15 – 17, 2022 throughout the community of Mount Forest. It was great to see it back in action and well attended.

#### **Contract Community Recreation Coordinator**

The Director of Operations provided a verbal update regarding the recruitment process for the position. It was posted for three-weeks and just closed on Friday of last week. The goal is to have someone in the role to provide some overlap training, prior to the beginning of December. There were a number of applicants for the position with a good range of skills and experience.

### **Adjournment**

RESOLUTION RPL 2022-053

Moved by Member Yake

Seconded by Mayor Lennox

*THAT the Township of Wellington North Recreation, Parks and Leisure Committee meeting of September 6, 2022 be adjourned at 5:02 p.m.*

CARRIED



## Staff Report

**To:** Mayor and Members of Council Meeting of September 12, 2022

**From:** Tammy Pringle, Development Clerk

**Subject:** DC 2022-034, Consent Application B100-22 David Haggett & Paula Nunes-Haggett

### RECOMMENDATION

**THAT** Council of the Township of Wellington North receive DC Report 2022-034 being a report on Consent Application (Severance) B100-22 known as Lot 1 & Part Lot 2, e/s Dublin St., Part Lots 1 & 2, w/s Arthur St, Plan Town of Mount Forest.

**AND FURTHER THAT** the Council of the Township of Wellington North supports consent application B100-22 as presented with the following conditions:

- **THAT** the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- **THAT** the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22;
- **THAT** zoning compliance be achieved for the severed and retained parcel to the satisfaction of the Township.

**AND FURTHER THAT** Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

### BACKGROUND

The subject property is located in the South West quadrant of the town of Mount Forest and is geographically known as 340 Queen Street West.

Proposed severance is 16.76m fr x 49.17m = 824 square metres, vacant portion of residential lot for proposed urban residential lot.

Retained parcel is 42.99m fr on Queen St. x 49.17m fr on Dublin St. = 2100 square metres, existing and proposed urban residential use with existing dwelling & garage.

### FINANCIAL CONSIDERATIONS

The municipality will realize \$130.00 in clearance fees and parkland dedication consistent with By-law No. 011-22.

### ATTACHMENTS

- APPENDIX A:
  - Severance Sketch No. 22-9653 prepared by Greg Ford at Wilson – Ford Surveying & Engineering, dated July 15, 2022.
- APPENDIX B:
  - Aerial View of Subject Lands
- APPENDIX C:
  - Joanna Salsberg, Planner  
Planning and Development Department, County of Wellington: Report

### STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

Yes
  No
  N/A

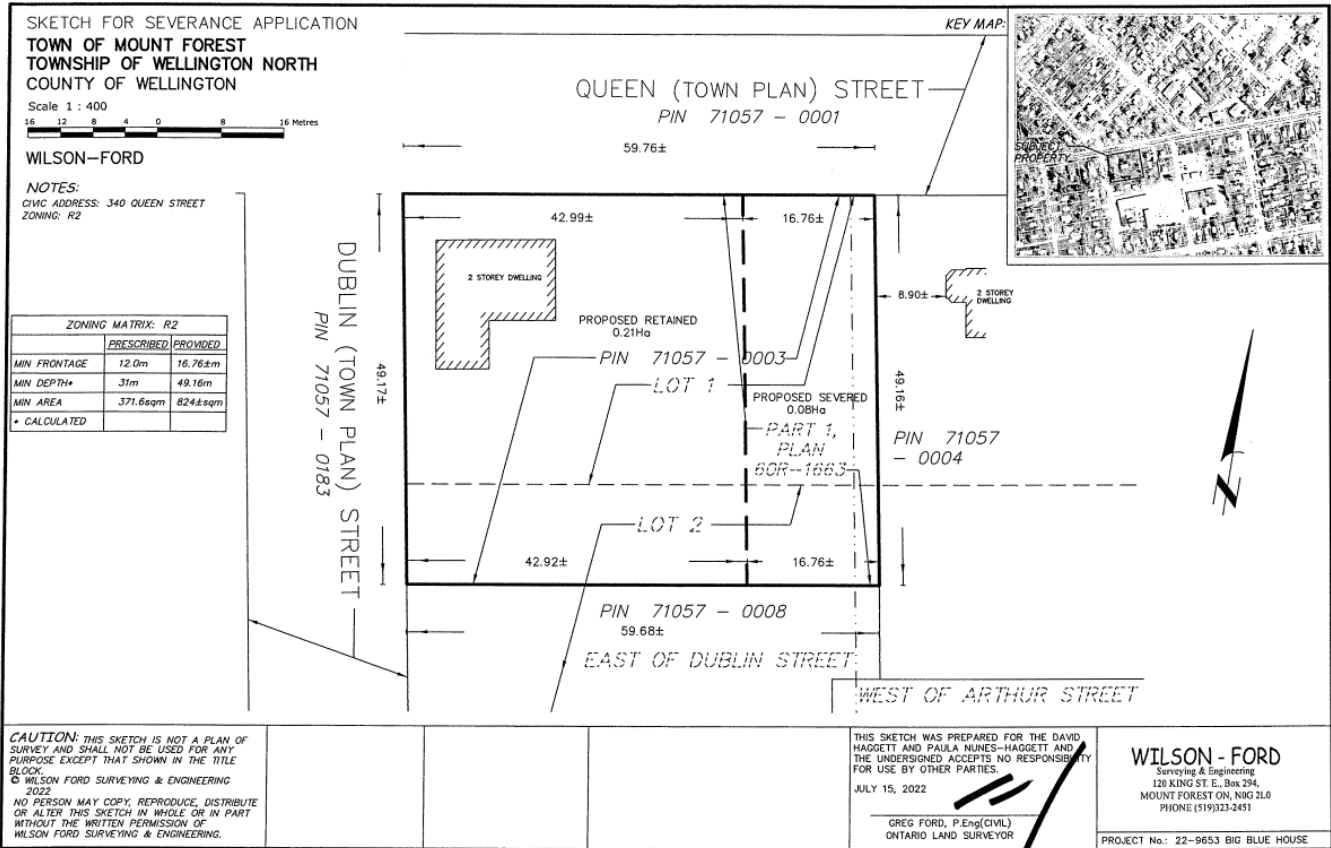
Which priority does this report support?

Modernization and Efficiency
  Partnerships  
 Municipal Infrastructure
  Alignment and Integration

<b>Prepared By:</b>	Tammy Pringle, Development Clerk	<i>Tammy Pringle</i>
<b>Recommended By:</b>	Darren Jones, Interim Chief Administrative Officer	<i>Darren Jones</i>



APPENDIX A – Severance Sketch



APPENDIX B – Aerial View of Subject Lands



## APPENDIX C – Planning Report



**Planning and Development Department | County of Wellington**  
 County Administration Centre | 74 Woolwich Street | Guelph ON N1H 3T9  
 T 519.837.2600 | F 519.823.1694

<b>Application Location</b>	B100/22 Lot 1 & Part Lot 2, e/s Dublin St. Part Lots 1 & 2, w/s Arthur St. Plan Town of Mount Forest
<b>Applicant/Owner</b>	WELLINGTON NORTH (Mt. Forest) David Haggett & Paula Nunes-Haggett

**PRELIMINARY PLANNING OPINION:** This application would sever an 824 m<sup>2</sup> (8,869.5 ft<sup>2</sup>) vacant lot within the urban area of Mount Forest. A 2,100 m<sup>2</sup> (22,604.2 ft<sup>2</sup>) lot with an existing dwelling would be retained.

This application is consistent with Provincial Policy and generally conforms to the County Official Plan. We have no concerns provided the following matters are addressed as conditions of approval:

- a) That driveway access can be provided to the severed and retained lands to the satisfaction of the applicable road authority;
- b) That servicing is available for the severed and retained lands to the satisfaction of the local municipality; and
- c) That zoning compliance be achieved for the severed and retained parcel to the satisfaction of the Township.

**A PLACE TO GROW:** No Issue.

**PROVINCIAL POLICY STATEMENT (PPS):** The subject property is located within the Urban Centre of Mount Forest. Section 1.1.3.1 states that settlement areas shall be the focus of growth and development.

**WELLINGTON COUNTY OFFICIAL PLAN:** The subject property is designated RESIDENTIAL and located within the urban centre of Mount Forest according to Schedule A6-1 of the Official Plan and is located within the Built Boundary. Section 10.6.2 states that new lots may be created in Urban Centres provided that the land will be appropriately zoned.

The matters under Section 10.1.3 were also considered, including “d) that all lots will have safe driveway access to an all-season maintained public road and that access to a local road will be preferred over county and provincial roads, where practical.” and item l) “that the proposed lots and uses are compatible with and designed to minimize adverse impacts on surrounding uses;”.

In regards to item d), the lot has been configured to require an access onto Queen Street W which is managed by the Ministry of Transportation (MTO). A condition has been proposed requiring driveway access can be provided to the severed and retained lands to the satisfaction of the appropriate road authority.

Item l) section 8.3.11 encourages the development of vacant or under-utilized properties for residential uses, provided they are compatible with surrounding land uses specifically regarding dwelling type, building form, site coverage and setbacks. The surrounding properties appear to contain single detached dwellings on lots of varying size and some comparable lot sizes to the proposed severed parcel.

**WELL HEAD PROTECTION AREA:** The subject property is located within a Well Head Protection Area B with a vulnerability score of 8.

**LOCAL ZONING BY-LAW:** The subject property is currently zoned Medium Density Residential (R2) zone. Both the severed and retained lands meet the minimum lot area and frontage requirements for a single detached

dwelling. The R2 zone permits a range of residential uses including single detached residential, semi-detached, duplex, triplex, and fourplex. The applicant has not indicated the proposed use of the vacant lot.

Lot coverage information has not been provided by the applicant. The proposed severed parcel also appears to contain a garden shed. Section 6.1.5 of the By-law requires that no accessory building or accessory structure shall be established on any lot or site until the main building has been established. This structure is to be removed. A condition has been proposed requiring zoning compliance.

Section 6.31.1 contains requirements for development adjacent to a Provincial Highway. A condition for driveway access to Queen Street W has been proposed to ensure any concerns of the Ministry of Transportation are met.

**SITE VISIT INFORMATION:** The subject property was not visited and photographed at the time of report preparation.



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Joanna Salsberg, B.A., M.PL.  
Planner



**WELLINGTON NORTH**  
SEMPER PORRO

## Staff Report

**To:** Mayor and Members of Council Meeting of September 12, 2022  
**From:** Tammy Pringle, Development Clerk  
**Subject:** DC 2022-035, Consent Application B101-22 Dale Ross

### RECOMMENDATION

**THAT** Council of the Township of Wellington North receive DC Report 2022-035 being a report on Consent Application (Lot Line Adjustment) B101-22 known as Part Lot 18, Concession 12 former Township of Arthur.

**AND FURTHER THAT** the Council of the Township of Wellington North supports consent application B101-22 as presented with the following conditions:

- **THAT** the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- **THAT** the Owner, of both properties, enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a \$500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by the application and a \$250.00 fee for the Drainage Superintendent's review of the application to determine status of any drain;
- **THAT** zoning compliance for the consolidated parcel is achieved to the satisfaction of the Township.

**AND FURTHER THAT** Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

### BACKGROUND

The subject properties are located in the South West quadrant of the Township and are geographically known as 8963 Wellington Road 6 along with land located on Sideroad 7 West, directly south of the other property.

Proposed lot line adjustment is 890.9m fr x 30.2m = 2.7 hectares with no frontage (Part 5 to Pt of Part 9 60R-2399), vacant land to be added to abutting agricultural parcel — Dale & Tami Ross.

Retained parcel is 221.7m fr x 30.2m = 0.67 hectares (Pt of Part 9-Part 11 60R-2399), existing vacant land for proposed residential lot — see B102-22.

### FINANCIAL CONSIDERATIONS

The municipality will realize \$130.00 in clearance fees.

### ATTACHMENTS

- APPENDIX A:
  - Severance Sketch's No. 22-9648 prepared by Greg Ford at Wilson – Ford Surveying & Engineering, dated July 26, 2022.
- APPENDIX B:
  - Aerial View of Subject Lands
- APPENDIX C:
  - Joanna Salsberg, Planner  
Planning and Development Department, County of Wellington: Report

### STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

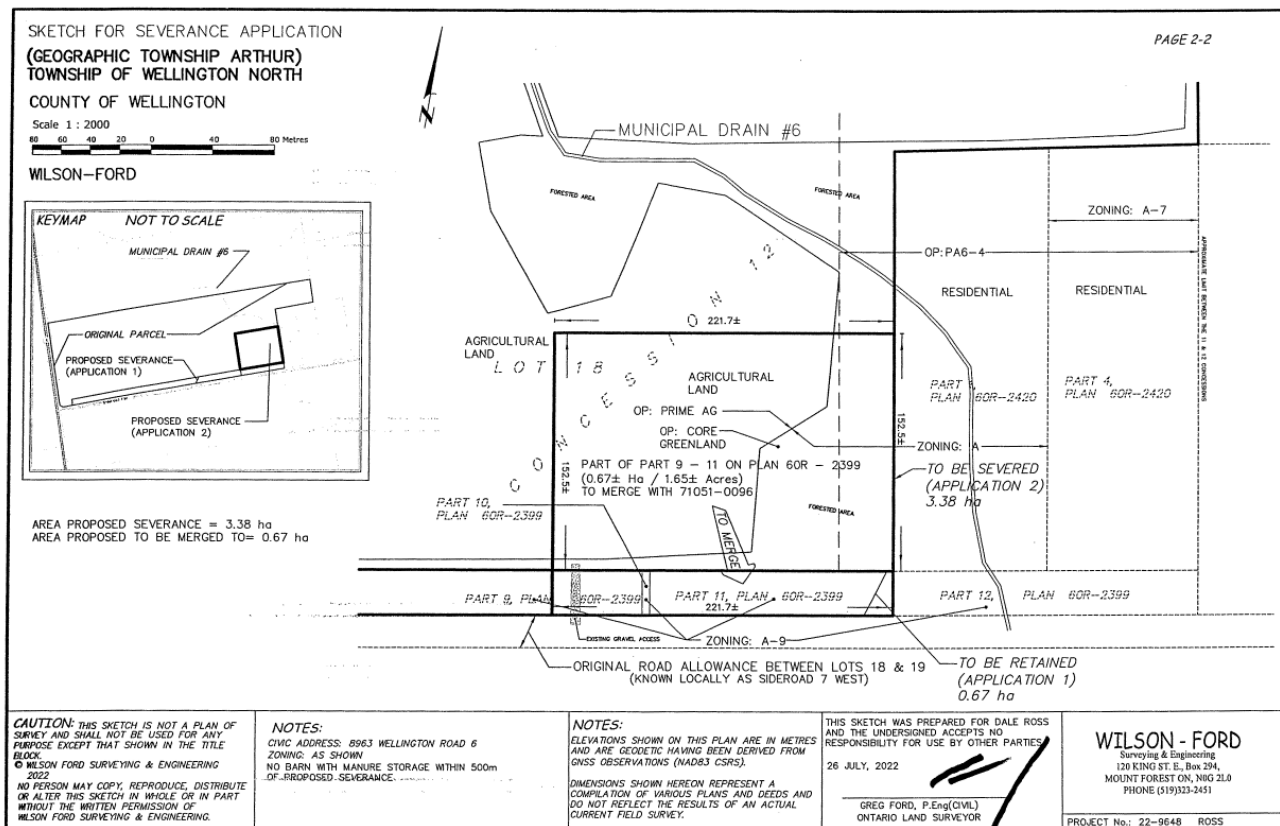
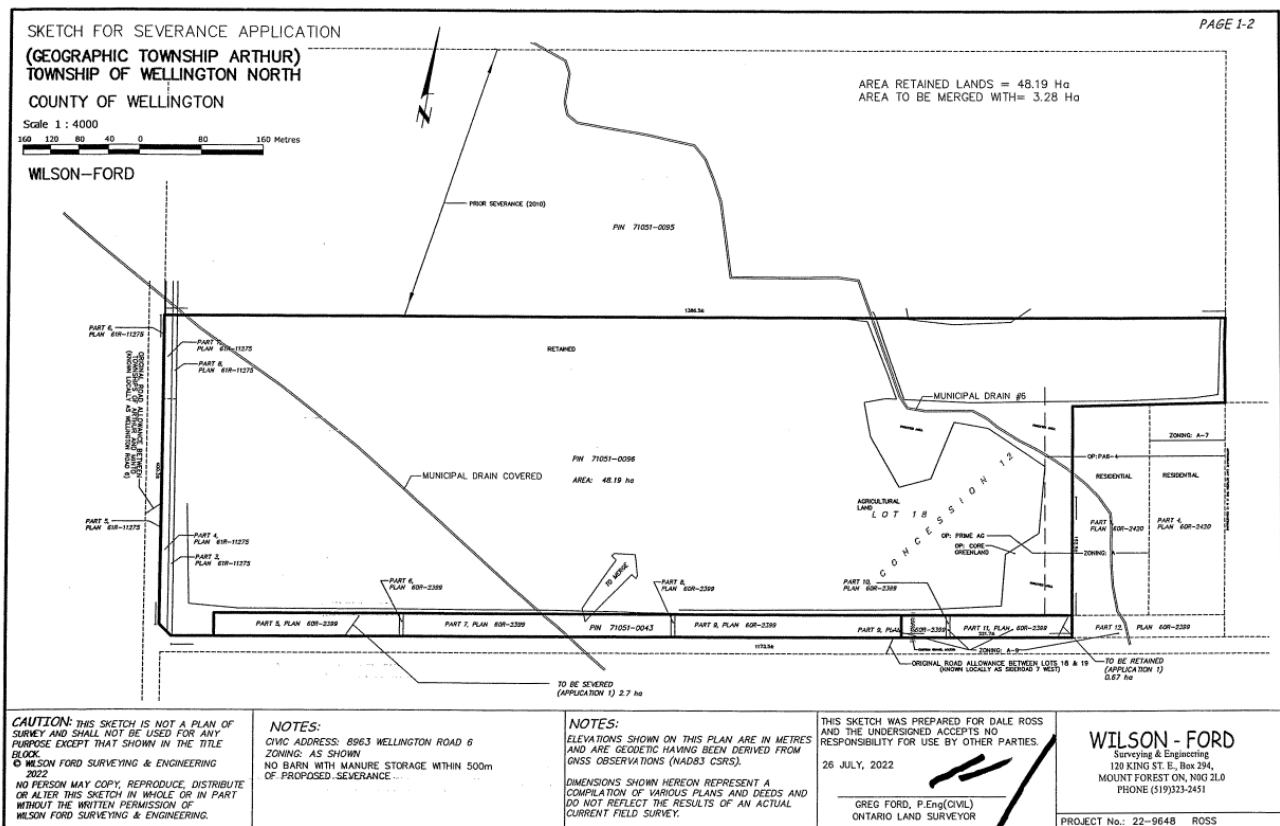
Yes
  No
  N/A

Which priority does this report support?

Modernization and Efficiency
  Partnerships  
 Municipal Infrastructure
  Alignment and Integration

<b>Prepared By:</b>	Tammy Pringle, Development Clerk	<i>Tammy Pringle</i>
<b>Recommended By:</b>	Darren Jones, Interim Chief Administrative Officer	<i>Darren Jones</i>

### APPENDIX A – Severance Sketch





APPENDIX B – Aerial View of Subject Lands







## APPENDIX C – Planning Report

**Planning and Development Department | County of Wellington**  
 County Administration Centre | 74 Woolwich Street | Guelph ON N1H 3T9  
 T 519.837.2600 | F 519.823.1694

<b>Application Location</b>	B101-22 Part Lot 18 Concession 12 TOWNSHIP OF WELLINGTON NORTH (Arthur Twp)
<b>Applicant/Owner</b>	Dale Ross

**PRELIMINARY PLANNING OPINION:** The application for a lot line adjustment would sever a 2.7 ha (6.7 ac) vacant parcel with approximately 890 m (2,919.9 ft) frontage on Sideroad 7 W to be added to the abutting agricultural parcel with an existing dwelling, grain bins, and a pole barn. A vacant 0.67 ha (1.7 ac) parcel would be retained.

It is noted that this application is related to consent application B102-22 which proposes a lot line adjustment from 8963 Wellington Rd 6 to the retained parcel of application B101-22. Although both consent applications B101-22 and B102-22 involve the same lands, consent application B101-22 is independent of the outcome of B102-22.

This application is consistent with Provincial Policy and generally conforms to the County Official Plan. We have no concerns provided the following matters are addressed as conditions of approval:

- a) That the purchaser take title to the severed and retained lands in the same manner as they hold their abutting land;
- b) That Subsection 50(3) of the Planning Act, R.S.O., 1990 be applied to any subsequent conveyance or any transaction involving the parcel of land that is the subject of this Consent;
- c) That zoning compliance for the consolidated parcel is achieved to the satisfaction of the Township.

**PLACES TO GROW:** No issues.

**PROVINCIAL POLICY STATEMENT (PPS):** Section 2.3.4.2 states “Lot line adjustments in prime agricultural areas may be permitted for legal or technical reasons”.

**WELLINGTON COUNTY OFFICIAL PLAN:** The subject lands are designated PRIME AGRICULTURAL, CORE GREENLANDS and GREENLANDS within the County of Wellington Official Plan. The natural features on the property include wetlands and significant woodlands. The proposed severed parcel is located fully within the PRIME AGRICULTURAL designation.

Section 10.3.5 permits lot line adjustment for legal and technical reasons, such as minor boundary adjustment. Lot line adjustments are also permitted, where no adverse effect on agriculture will occur where two abutting farms are merged and an existing residential is made surplus to the result enlarged farm parcel. Lot line adjustments are deemed not to create new lots for the purpose of this plan.

The matters under Section 10.1.3 were also considered.

**LOCAL ZONING BY-LAW:** The subject property is within a site specific Agricultural Zone (A-9). The A-9 Zone allows for the permitted uses of Section 8.5.1 Reduced Lot Regulations for Agriculturally Zoned properties to be applicable and includes a minimum lot area of 1,858 m<sup>2</sup> and a minimum front yard of 9.1 m. A condition to remove the site specific zone from the subject lands is proposed.

The proposed consolidated parcel meets the minimum lot area and frontage requirements of the Zoning By-law. The retained parcel meets the requirements of the A-9 Zone.

**WELL HEAD PROTECTION AREA:** The subject lands are not located within a Well Head Protection Area.

**SITE VISIT INFORMATION:** The subject property was not visited and photographed at the time of report preparation.



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Joanna Salsberg, B.A., M.P.L.  
Planner  
September 2<sup>nd</sup>, 2022



## Staff Report

**To:** Mayor and Members of Council Meeting of September 12, 2022  
**From:** Tammy Pringle, Development Clerk  
**Subject:** DC 2022-036, Consent Application B102-22 Dale & Tami Ross

### RECOMMENDATION

**THAT** Council of the Township of Wellington North receive DC Report 2022-036 being a report on Consent Application (Lot Line Adjustment) B102-22 known as known as Part Lot 18, Concession 12 former Township of Arthur.

**AND FURTHER THAT** the Council of the Township of Wellington North supports consent application B102-22 as presented with the following conditions:

- **THAT** the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- **THAT** the Owner, of both properties, enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a \$500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by the application and a \$250.00 fee for the Drainage Superintendent's review of the application to determine status of any drain;
- **THAT** zoning compliance is achieved for the consolidated parcel to the satisfaction of the Township;
- **THAT** application B102-22 is conditional on the approval of application B101-22 to the satisfaction of the Township of Wellington North and the County of Wellington.

**AND FURTHER THAT** Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

### BACKGROUND

The subject properties are located in the South West quadrant of the Township and are geographically known as 8963 Wellington Road 6 along with land located on Sideroad 7 West, directly south of the other property.

Proposed lot line adjustment is 221.7m x 152.5m = 3.38 hectares with no frontage to be added to abutting vacant land (Pt of Part 9-Part 11 60R-2399), — Dale Ross.

Retained parcel is 48.19 hectares with 400.3m frontage, existing and proposed agricultural use with existing dwelling, grain bins & pole barn.

### FINANCIAL CONSIDERATIONS

The municipality will realize \$130.00 in clearance fees.

### ATTACHMENTS

- APPENDIX A:
  - Severance Sketch's No. 22-9648 prepared by Greg Ford at Wilson – Ford Surveying & Engineering, dated July 26, 2022.
- APPENDIX B:
  - Aerial View of Subject Lands
- APPENDIX C:
  - Joanna Salsberg, Planner  
Planning and Development Department, County of Wellington: Report

### STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

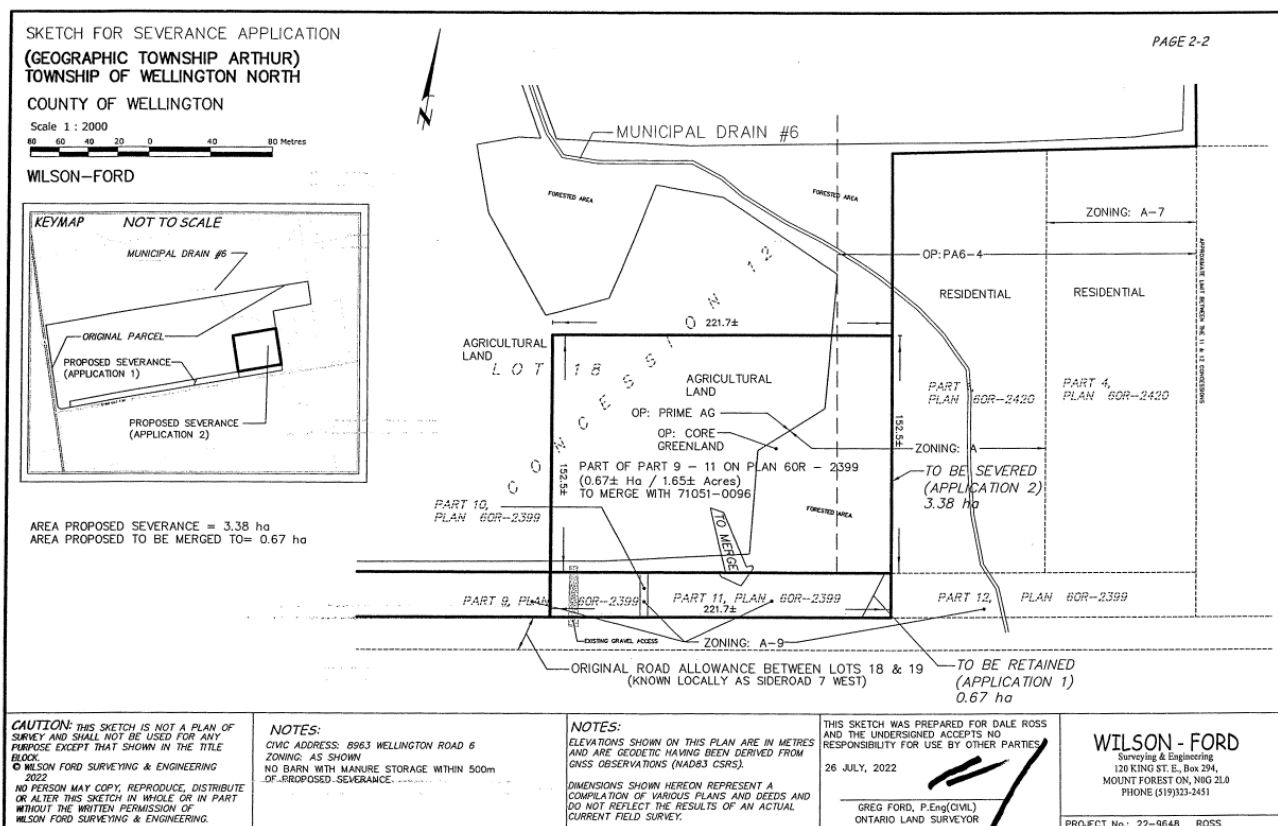
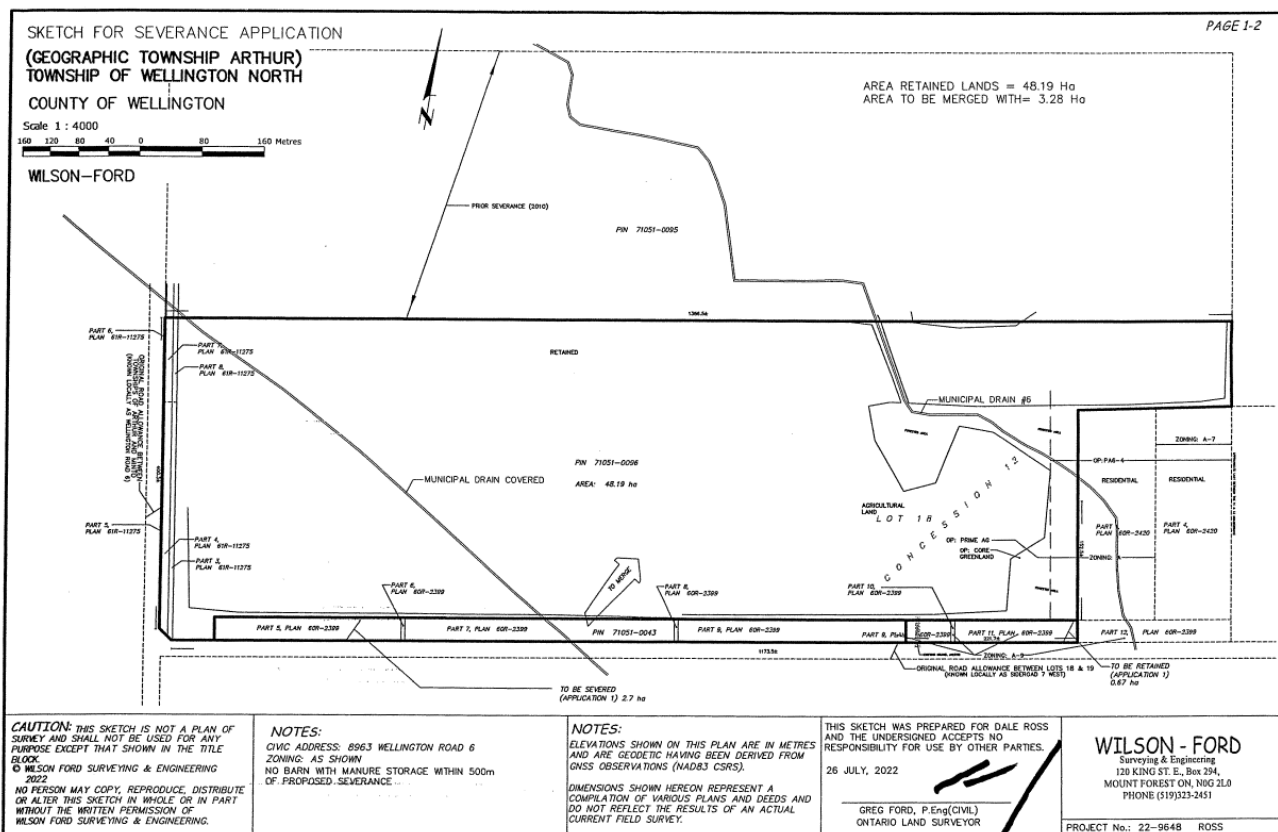
Yes
  No
  N/A

Which priority does this report support?

Modernization and Efficiency
  Partnerships  
 Municipal Infrastructure
  Alignment and Integration

<b>Prepared By:</b>	Tammy Pringle, Development Clerk	<i>Tammy Pringle</i>
<b>Recommended By:</b>	Darren Jones, Interim Chief Administrative Officer	<i>Darren Jones</i>

# APPENDIX A – Severance Sketch



APPENDIX B – Aerial View of Subject Lands





## APPENDIX C – Planning Report

Planning and Development Department | County of Wellington  
 County Administration Centre | 74 Woolwich Street | Guelph ON N1H 3T9  
 T 519.837.2600 | F 519.823.1694

<b>Application</b>	B102-22
<b>Location</b>	Part Lot 18 Concession 12 TOWNSHIP OF WELLINGTON NORTH (Arthur Twp)
<b>Applicant/Owner</b>	Dale & Tami Ross

**PRELIMINARY PLANNING OPINION:** The application for a lot line adjustment would sever a 3.38 ha (8.4 ac) vacant parcel with no frontage to be added to the abutting vacant parcel. An agricultural parcel of 48.19 ha (119.1 ac) would be retained with an existing dwelling, grain bins & pole barn.

This application is related to Lot Line Adjustment application B101-22, through which the retained parcel of B101-22 is proposed to gain additional lands for residential use from the subject lands.

Planning staff are of the opinion that there is an opportunity to reduce the overall lot area of the proposed severed lands to be consistent with Provincial policy and the Official Plan. Section 10.3.5 of the Official Plan restricts Lot Line Adjustments in Prime Agricultural Areas. Lot Line Adjustments may be considered for legal or technical reasons such as minor boundary adjustments. Planning staff would prefer to see the severed lands reduced in size to be approximately 0.4 ha (1 ac). This would result in a total area of approximately 1.07 ha (2.6 ac) for the consolidated parcel.

The Committee should be satisfied that this application is consistent with Provincial Policy and would generally conform to the Official Plan. If approved, the following matters are recommended to be addressed as conditions of approval:

- a) That the purchaser take title to the severed and retained lands in the same manner as they hold their abutting land;
- b) That Subsection 50(3) of the Planning Act, R.S.O., 1990 be applied to any subsequent conveyance or any transaction involving the parcel of land that is the subject of this Consent;
- c) That servicing can be accommodated on the consolidated lands to the satisfaction of the Township;
- d) That driveway access can be provided to the consolidated lands to the satisfaction of the of the appropriate road authority;
- e) That any concerns of the Conservation Authority can be adequately addressed;
- f) That zoning compliance is achieved for the consolidated parcel to the satisfaction of the Township;
- g) That application B102-22 is conditional on the approval of application B101-22 to the satisfaction of the Township of Wellington North and the County of Wellington.

**PLACES TO GROW:** No issues.

**PROVINCIAL POLICY STATEMENT (PPS):** Section 2.3.4.2 states “Lot line adjustments in prime agricultural areas may be permitted for legal or technical reasons”.

**WELLINGTON COUNTY OFFICIAL PLAN:** The subject lands are designated as PRIME AGRICULTURAL, CORE GREENLANDS AND GREENLANDS in the County of Wellington Official Plan. The natural features on the property include wetlands and significant woodlands.

Section 10.3.5 allows lot line adjustment to be permitted, for legal and technical reasons, such as minor boundary adjustment. Lot line adjustments are also permitted, where no adverse effect on agriculture will occur where two abutting farms are merged and an existing residential is made surplus to the result enlarged farm parcel, where more viable agricultural operations will result, or where an undersized lot is made usable given the requirement

for appropriate sewer and water systems. Lot line adjustments are deemed not to create new lots for the purpose of this plan.

The proposed lot line adjustment is not considered to be a minor boundary adjustment. The benefitting parcel meets the currently requirements of the Township Zoning by-law for minimum lot area and frontage and is not undersized.

Section 10.2.1 requires that “New lots will not be allowed within the Greenlands System unless:

- a) “the lot has sufficient area outside the Core Greenland System for all its intended functions including suitable buffering and includes core greenland areas only to provide for logical boundaries;
- b) the lot provides a minor boundary adjustment or correction of title and does not require any activity which would impair greenland features or functions;
- c) the lot is for conservation purposes which provide an overall benefit to the environment;
- d) there will be no negative impacts on natural features or their ecological functions”

Regarding item b) the proposed lot line adjustment is considered to be beyond a minor boundary adjustment. A portion of the proposed severed parcel contains wetland and significant woodland as well as area outside of the Core Greenlands System. The applicant is proposing to use the severed parcel for residential uses. A condition that any concerns of the Conservation Authority be addressed has been proposed.

The matters under Section 10.1.3 were also considered including item h) “that natural heritage features are not affected negatively”, item j) ‘that natural resources such as agricultural lands and mineral aggregates would not be affected adversely’, and item k) ‘that the size and shape of proposed lots is suitable, including frontage, area and the proportion of frontage to depth’.

In regards to items j) and k), the proposed consolidated parcel is larger than typically seen for a reduced agricultural lot and there may be an opportunity to reduce the severed parcel area. It is noted that the current lot configuration of the benefitting parcel includes a narrow depth. Planning staff are of the opinion that there is an opportunity to reduce the overall lot area of the proposed severed lands to be consistent with Provincial policy and the Official Plan. Planning staff would prefer to see the severed lands reduced in size to be approximately 0.4 ha (1.0 ac). This would result in a total area of approximately 1.07 ha (2.6 ac) for the consolidated parcel.

**LOCAL ZONING BY-LAW:**

The subject lands are within the Agricultural (A) Zone. The proposed retained parcel meets the minimum lot area and frontage requirements of the A Zone. The benefitting parcel is within a site specific Agricultural Zone (A-9) which allows for permitted uses within section 8.5.1 of the By-law and includes a minimum lot area and minimum front yard setback. The consolidated parcel meets the minimum requirements of both the A-9 and A Zone for a Reduced Lot. A condition has been proposed to remove the site specific zone on the benefitting parcel.

**WELL HEAD PROTECTION AREA:** The subject lands are not located within a Well Head Protection Area.

**SITE VISIT INFORMATION:** The subject property was not visited and photographed at the time of report preparation.




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Joanna Salsberg, B.A., M.PL.  
Planner  
September 2<sup>nd</sup>, 2022





**WELLINGTON NORTH**  
SEMPER PORRO

## Staff Report

**To:** Mayor and Members of Council Meeting of September 12, 2022  
**From:** Tammy Pringle, Development Clerk  
**Subject:** DC 2022-037, Consent Application B103-22 Frank & Jennifer Cherri

### RECOMMENDATION

**THAT** Council of the Township of Wellington North receive DC Report 2022-037 being a report on Consent Application (Lot Line Adjustment) B103-22 known as Part Lot 27, Concession 7 in the former Township of Arthur.

**AND FURTHER THAT** the Council of the Township of Wellington North supports consent application B103-22 as presented with the following conditions:

- **THAT** the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- **THAT** the Owner enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a \$500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by the application and a \$250.00 fee for the Drainage Superintendent's review of the application to determine status of any drain;
- **THAT** the barn labeled as "Old Shed" in the application be demolished and the site left in a graded level condition to the satisfaction of the Township.

**AND FURTHER THAT** Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

### BACKGROUND

The subject properties are located in the South West quadrant of the Township and are geographically known as 8610 Concession 7 and 8604 Concession 7, former Township of Arthur.

Proposed lot line adjustment is 39.7 hectares with 160m frontage, existing agricultural use to be added to abutting agricultural parcel — Chadwick Holtz.

Retained parcel is 0.88 hectares with 146m frontage, existing and proposed rural residential with existing dwelling, greenhouse & 2 sheds.

<b>FINANCIAL CONSIDERATIONS</b>
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The municipality will realize \$130.00 in clearance fees.

<b>ATTACHMENTS</b>
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- APPENDIX A:
  - Severance Sketch No. 31303-22 prepared by Van Harten Surveying Inc., dated July 26, 2022.
- APPENDIX B:
  - Aerial View of Subject Lands
- APPENDIX C:
  - Joanna Salsberg, Planner  
Planning and Development Department, County of Wellington: Report

<b>STRATEGIC PLAN 2019 – 2022</b>
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Do the report's recommendations align with our Strategic Areas of Focus?

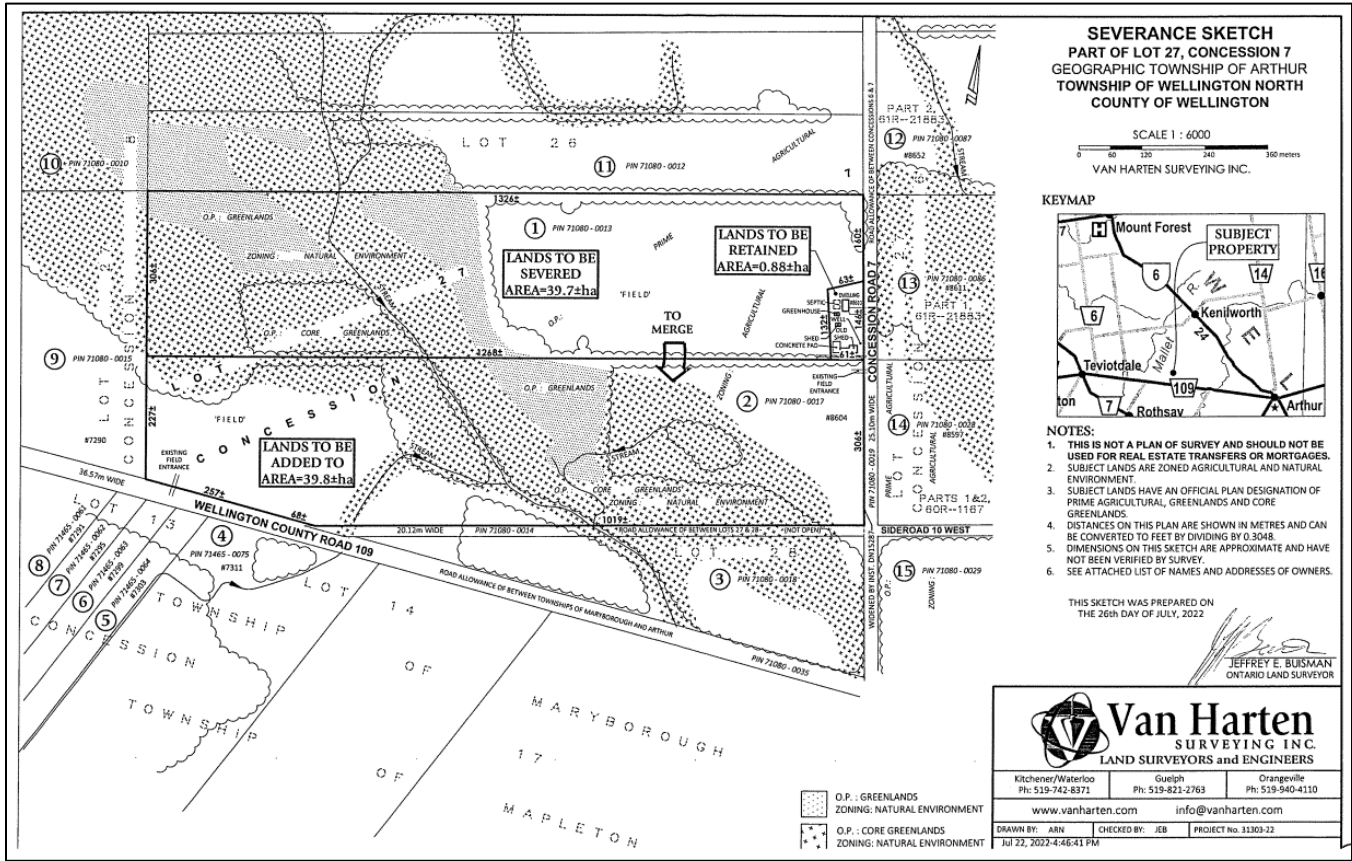
Yes
  No
  N/A

Which priority does this report support?

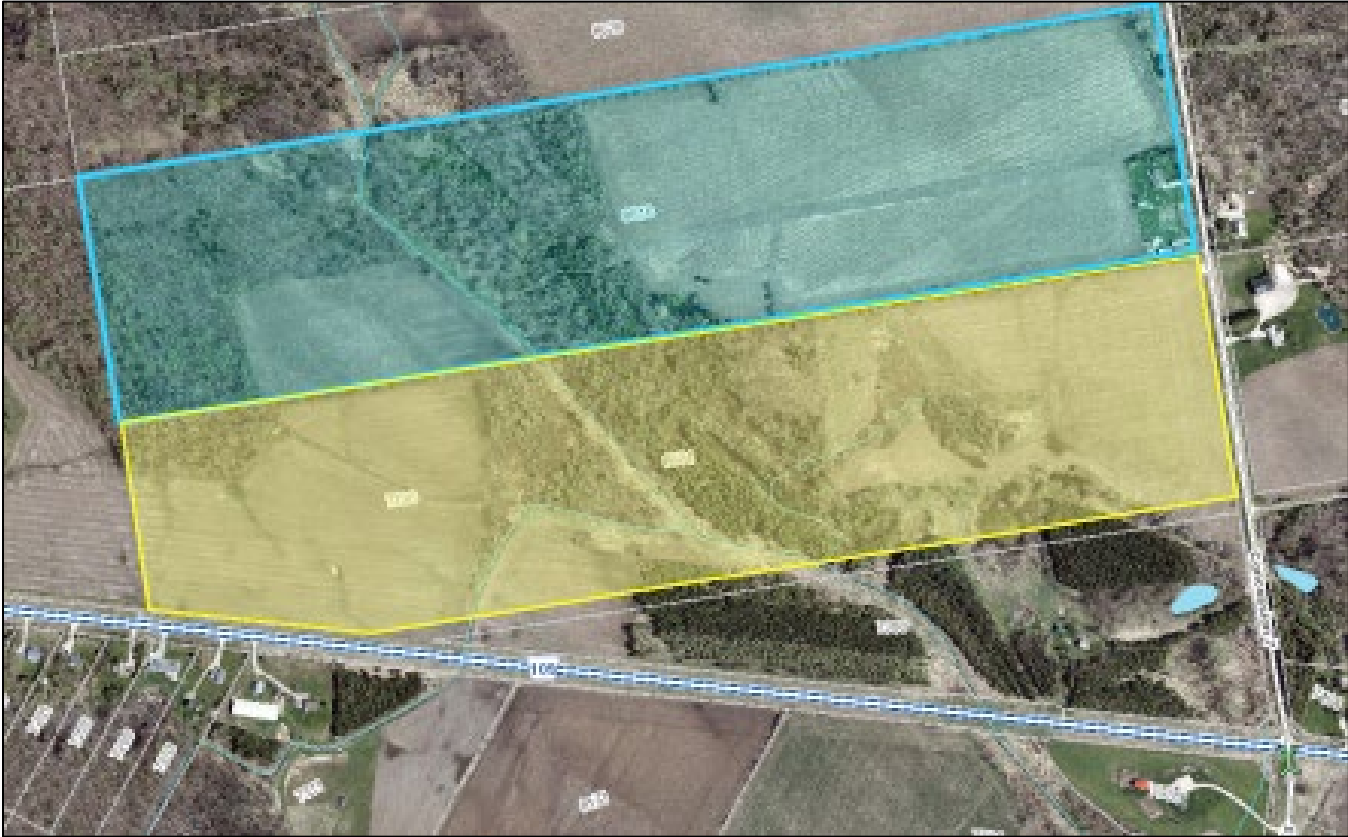
Modernization and Efficiency
  Partnerships  
 Municipal Infrastructure
  Alignment and Integration

<b>Prepared By:</b>	Tammy Pringle, Development Clerk	<i>Tammy Pringle</i>
<b>Recommended By:</b>	Darren Jones, Interim Chief Administrative Officer	<i>Darren Jones</i>

APPENDIX A – Severance Sketch



**APPENDIX B – Aerial View of Subject Lands**





## APPENDIX C – Planning Report

Planning and Development Department | County of Wellington  
 County Administration Centre | 74 Woolwich Street | Guelph ON N1H 3T9  
 T 519.837.2600 | F 519.823.1694

<b>Application</b>	B103-22
<b>Location</b>	Part Lot 27, Concession 7 TOWNSHIP OF WELLINGTON NORTH (Arthur Twp)
<b>Applicant/Owner</b>	Jennifer and Frank Cherri

**PRELIMINARY PLANNING OPINION:** This application for a lot line adjustment would sever a 39.7 ha (98.1 ac) with 160 m (524.9 ft) of frontage on Concession 7 to be added to the abutting vacant agricultural parcel. The proposed retained parcel is 0.88 ha (2.2 ac) with 146 m (479.0 ft) of frontage with an existing dwelling, greenhouse and shed, and barn.

This application is consistent with Provincial Policy and generally conforms to the County Official Plan. We have no concerns provided the following matters are addressed as conditions of approval:

- a) That the purchaser take title to the severed and retained lands in the same manner as they hold their abutting land;
- b) That Subsection 50(3) of the Planning Act, R.S.O., 1990 be applied to any subsequent conveyance or any transaction involving the parcel of land that is the subject of this Consent;
- c) That servicing can be accommodated on the retained lands to the satisfaction of the Township;
- d) That the accessory buildings/structures on the retained lands achieve zoning compliance, or are removed, to the satisfaction of the Township; and
- e) Any concerns of the Conservation Authority be addressed.

**PLACES TO GROW:** No issues.

**PROVINCIAL POLICY STATEMENT (PPS):** Section 2.3.4.2 allows for lot line adjustments within prime agricultural areas to be considered for legal or technical reasons.

**WELLINGTON COUNTY OFFICIAL PLAN:** The subject lands are designated PRIME AGRICULTURAL, CORE GREENLANDS and GREENLANDS within the County of Wellington Official Plan. The natural features on the property include significant woodland, flood plain, and wetlands. The proposed retained parcel is fully within the PRIME AGRICULTURAL designation.

Section 10.3.5 permits lot line adjustment for legal and technical reasons, such as minor boundary adjustments. Lot line adjustments are also permitted, where no adverse effect on agriculture will occur where two abutting farms are merged and an existing residential is made surplus to the result enlarged farm parcel. Lot line adjustments are deemed not to create new lots for the purpose of this plan.

The matters under Section 10.1.3 were also considered including item a) ‘that any new lots will be consistent with official plan policies and zoning regulations’.

**LOCAL ZONING BY-LAW:** The subject property is within a the Agricultural (A) Zone and the Natural Environment (NE) Zone. The proposed retained parcel is within the A Zone and the NE Zone. Both the proposed consolidated and retained parcels meet the minimum lot area and frontage requirements of the A Zone.

The proposed retained parcel contains a number of accessory buildings including a greenhouse, shed, and a barn. Zoning compliance has been proposed as a condition to address rear yard setbacks, height, lot coverage and use of the barn for the accessory buildings on the parcel.

**WELL HEAD PROTECTION AREA:** The subject lands are not located within a Well Head Protection Area.

**SITE VISIT INFORMATION:** The subject property was not visited and photographed at the time of report preparation.



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Joanna Salsberg, B.A., M.PL.  
Planner  
September 2<sup>nd</sup>, 2022



**WELLINGTON NORTH**  
SEMPER PORRO

## Staff Report

**To:** Mayor and Members of Council Meeting of September 12, 2022  
**From:** Tammy Pringle, Development Clerk  
**Subject:** DC 2022-038, Consent Application B106-22 Neil McPhee

### RECOMMENDATION

**THAT** Council of the Township of Wellington North receive DC Report 2022-038 being a report on Consent Application (Lot Line Adjustment) B106-22 known as Part Lots 8 & 8, Concession 12, in the former Township of Arthur.

**AND FURTHER THAT** the Council of the Township of Wellington North supports consent application B106-22 as presented with the following conditions:

- **THAT** the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- **THAT** the Owner enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a \$500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by the application and a \$250.00 fee for the Drainage Superintendent's review of the application to determine status of any drain;

**AND FURTHER THAT** Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

### BACKGROUND

The subject properties are located in the North West quadrant of the Township and are geographically known as 9357 Wellington Road 6 and 9343 Wellington Road 6, former Township of Arthur.

Proposed lot line adjustment is 0.0029 hectares with no frontage, vacant land to be added to abutting agricultural parcel for access between PIN 71052-0030 & PIN 71052-0003 both owned by Elvin Martin.

Retained parcel is 63.75 hectares, existing and proposed agricultural use with existing dwelling, barn & 2 sheds.

<b>FINANCIAL CONSIDERATIONS</b>
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The municipality will realize \$130.00 in clearance fees.

<b>ATTACHMENTS</b>
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- APPENDIX A:
  - Severance Sketch's No. 22-9622 prepared by Greg Ford at Wilson – Ford Surveying & Engineering, dated July 29, 2022.
- APPENDIX B:
  - Aerial View of Subject Lands
- APPENDIX C:
  - Joanna Salsberg, Planner  
Planning and Development Department, County of Wellington: Report

<b>STRATEGIC PLAN 2019 – 2022</b>
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Do the report's recommendations align with our Strategic Areas of Focus?

Yes
  No
  N/A

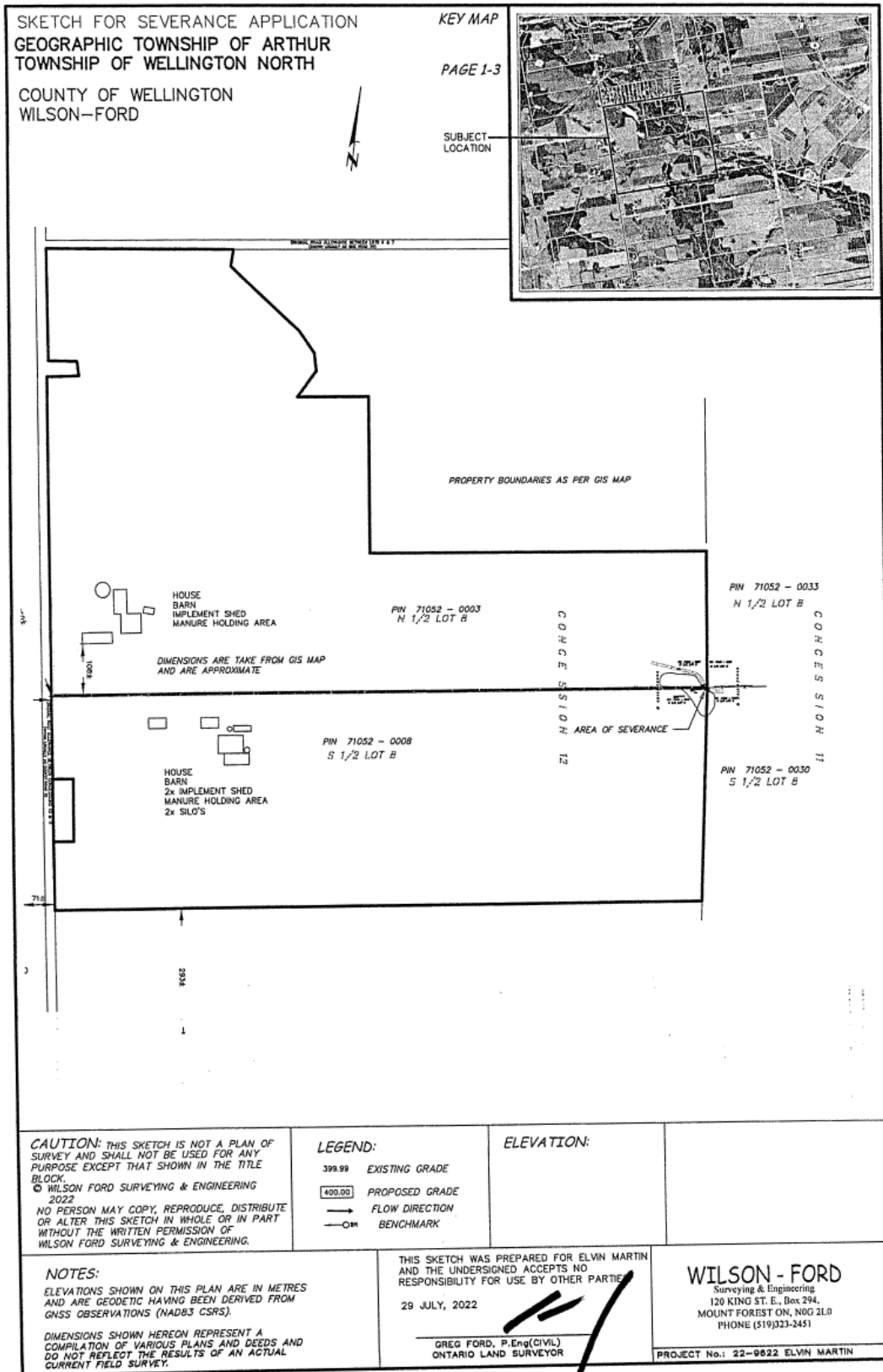
Which priority does this report support?

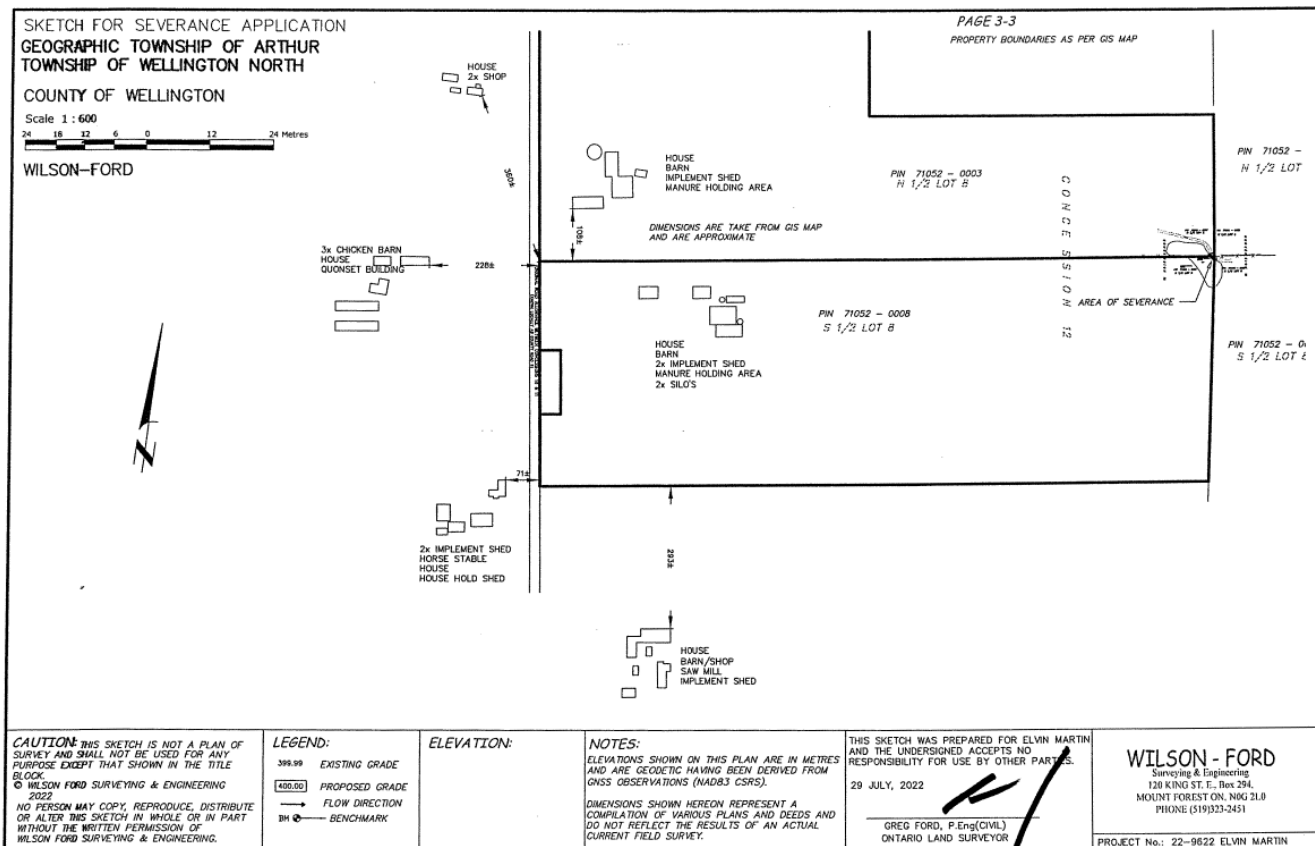
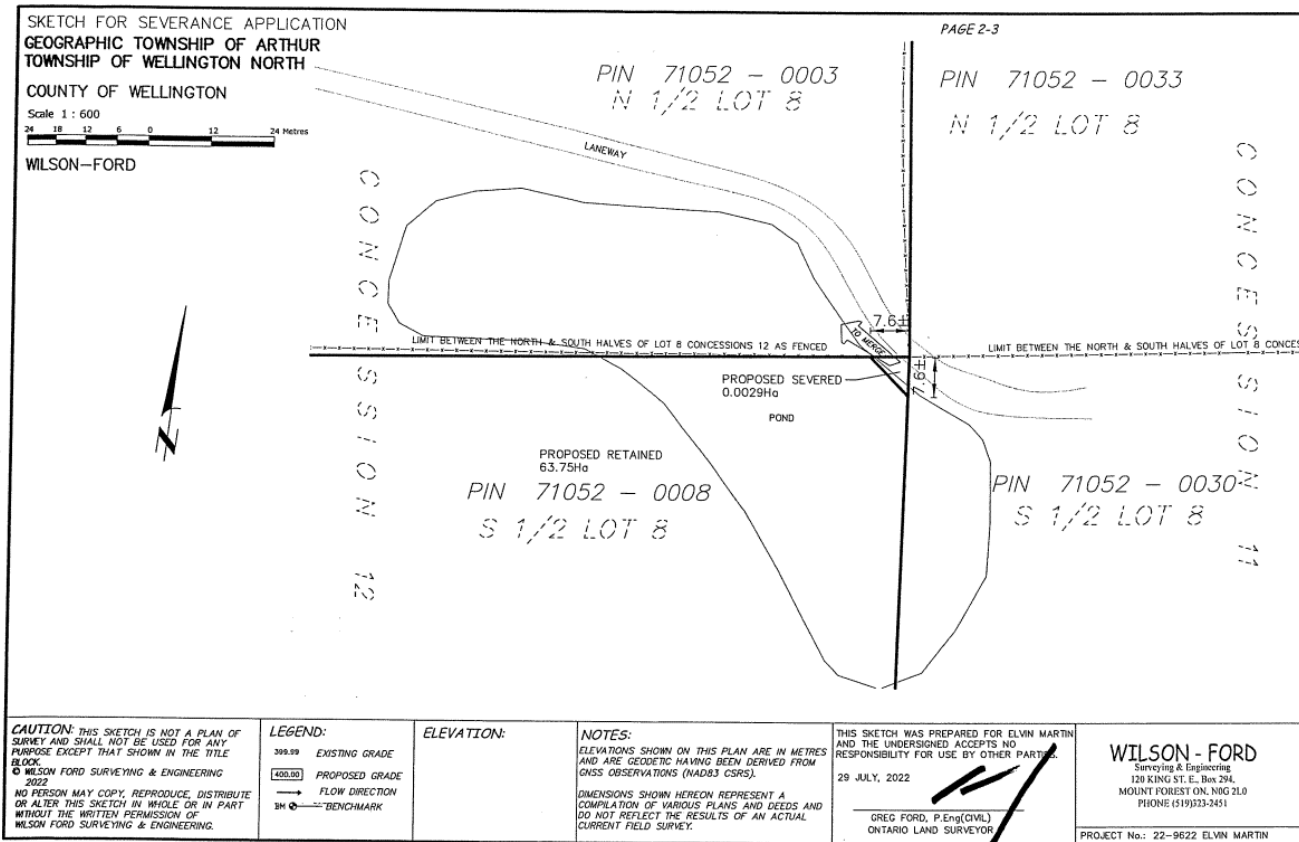
Modernization and Efficiency
  Partnerships  
 Municipal Infrastructure
  Alignment and Integration

<b>Prepared By:</b>	Tammy Pringle, Development Clerk	<i>Tammy Pringle</i>
<b>Recommended By:</b>	Darren Jones, Interim Chief Administrative Officer	<i>Darren Jones</i>

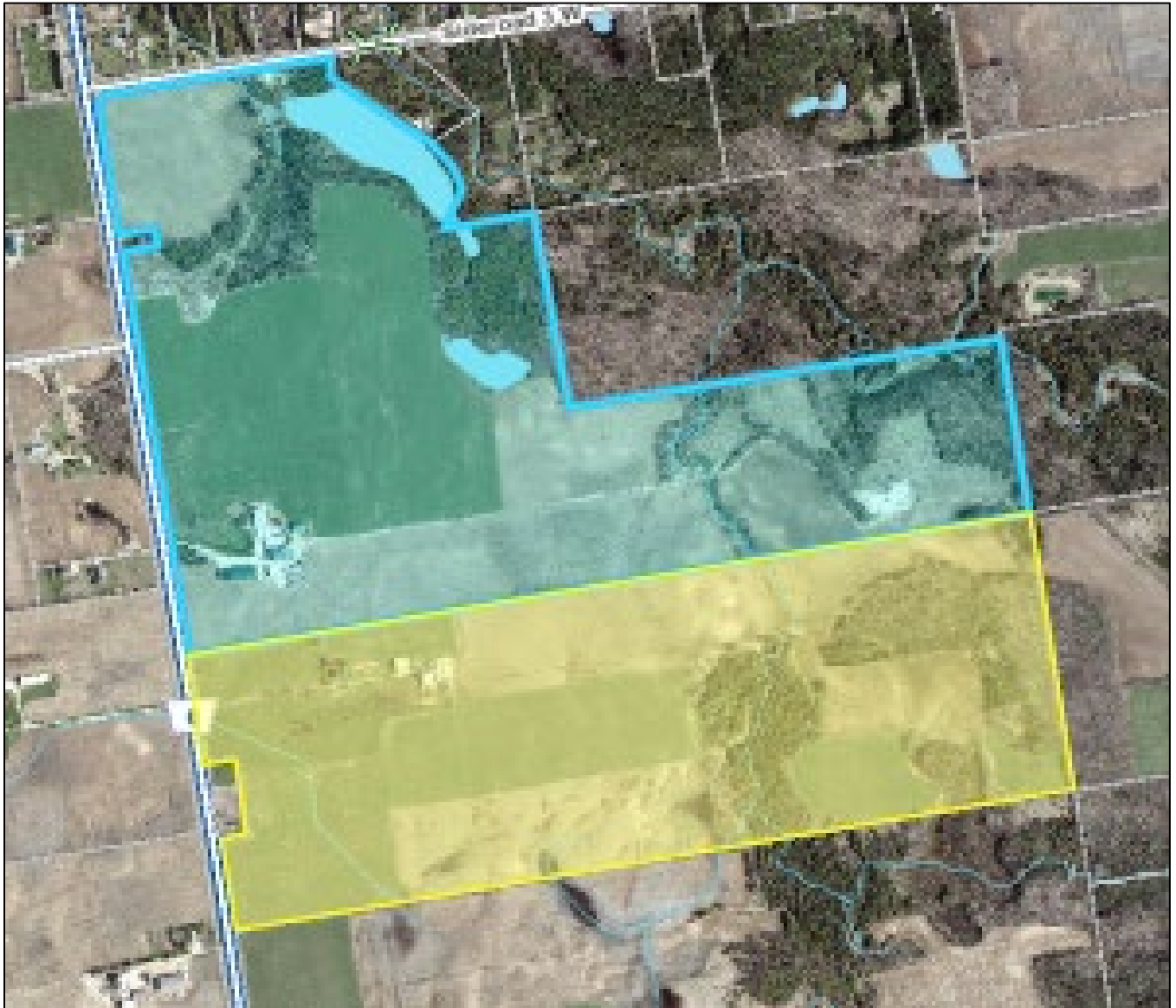


APPENDIX A – Severance Sketch





**APPENDIX B – Aerial View of Subject Lands**





## APPENDIX C – Planning Report

Planning and Development Department | County of Wellington  
 County Administration Centre | 74 Woolwich Street | Guelph ON N1H 3T9  
 T 519.837.2600 | F 519.823.1694

<b>Application</b>	B106/22
<b>Location</b>	Part of Lots 8 & 9, Concession 12 TOWNSHIP OF WELLINGTON NORTH (Arthur Twp)
<b>Applicant/Owner</b>	Neil McPhee

**PRELIMINARY PLANNING OPINION:** This lot line adjustment application will sever 0.0029 ha (0.0071 ac) vacant agricultural parcel with no frontage. The severed parcel is proposed to merge with the adjacent agricultural parcel (9357 Wellington Road 6) to provide access between 9338 Concession 11 and 9357 Wellington Road 6 both owned by Elvin Martin. As a result of the lot line adjustment, a 63.75 ha (157.5 ac) rural residential parcel is retained with an existing dwelling, barn, and two sheds.

This application is consistent with Provincial policy and would generally conform to the Official Plan. We have no concerns provided the following matters are addressed as conditions of approval:

- That the purchaser take title to the severed and retained lands in the same manner as they hold their abutting land;
- That Subsection 50(3) of the Planning Act, R.S.O., 1990 be applied to any subsequent conveyance or any transaction involving the parcel of land that is the subject of this Consent;
- That any concerns from the applicable Conservation Authority are adequately addressed.

**PLACES TO GROW:** No issues.

**PROVINCIAL POLICY STATEMENT (PPS):** Section 2.3.4.2 states “Lot line adjustments in prime agricultural areas may be permitted for legal or technical reasons”.

**WELLINGTON COUNTY OFFICIAL PLAN:** The subject property is designated PRIME AGRICULTURAL, CORE GREENLANDS and GREENLANDS. Identified features include Hazard lands Saugeen regulated by Valley Conservation Authority and Environmentally Sensitive Area. The proposed severed lands are located within the GREENLANDS SYSTEM.

Section 10.3.5 directs that lot line adjustments may be permitted for legal and technical reasons, such as a minor boundary adjustment. Lot line adjustments are also permitted, where no adverse effect on agriculture will occur where two abutting farms are merged and an existing residential is made surplus to the result enlarged farm parcel, or where more viable agricultural operations will result. Lot line adjustments are deemed not to create new lots for the purpose of this plan.

The proposed severance and consolidation of the severed lands would recognize the existing access between two agricultural parcels (9357 Wellington Road 6 and 9338 Concession 11) both owned by Elvin Martin. Planning staff note that currently the access is located on the abutting parcel 9343 Wellington 6 North.

Section 10.2.1 requires that “New lots will not be allowed within the Greenlands System unless:

- the lot has sufficient area outside the Core Greenland System for all its intended functions including suitable buffering and includes core greenland areas only to provide for logical boundaries;
- the lot provides a minor boundary adjustment or correction of title and does not require any activity which would impair greenland features or functions;
- the lot is for conservation purposes which provide an overall benefit to the environment;
- there will be no negative impacts on natural features or their ecological functions”

In regards to item b) the proposal provides a minor boundary adjustment to recognize an existing access between 9357 Wellington Rd 6 and 9338 Concession 11.

The matters under Section 10.1.3 were also considered including item h) “that natural heritage features are not affected negatively” and item m) “that all new lots shall have logical lot lines given existing lot patterns in the area, natural and human-made features and other appropriate considerations”.

**WELL HEAD PROTECTION AREA:** The subject lands are not located in a well head protection area.

**LOCAL ZONING BY-LAW:** The subject property is zoned Agricultural (A) and Natural Environment (NE). The proposed severed parcel is located within the NE Zone. Both the consolidated and retained parcels would meet the minimum lot frontage and lot area requirements of the zoning by-law.

**SITE VISIT INFORMATION:** The subject property was not visited and photographed at the time of report preparation.



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Joanna Salsberg, B.A., M.PL.  
Planner



# WELLINGTON NORTH

SEMPER PORRO

## Staff Report

**To:** Mayor and Members of Council Meeting of September 12, 2022

**From:** Tammy Pringle, Development Clerk

**Subject:** DC 2022-039, Consent Application B111-22 Krista, Robert & Sylvia Hunter

### RECOMMENDATION

**THAT** Council of the Township of Wellington North receive DC Report 2022-039 being a report on Consent Application (Lot Line Adjustment) B111-22 known as Part of Park Lot 4, s/s Wellington St., Plan Town of Mount Forest.

**AND FURTHER THAT** the Council of the Township of Wellington North supports consent application B111-22 as presented with the following conditions:

- **THAT** the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;

**AND FURTHER THAT** Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

### BACKGROUND

The subject properties are located in the North East quadrant of the Town of Mount Forest and are geographically known as 429 King Street East and 440 Wellington Street East.

Proposed lot line adjustment is 48.1m x 66.6m = 0.32 hectares with no frontage, vacant land to be added to abutting urban residential lot — Blair Barber.

Retained parcel is 18.2m fr x 38.3m = 700 square metres, existing and proposed urban residential use with existing dwelling & pergola.

### FINANCIAL CONSIDERATIONS

The municipality will realize \$130.00 in clearance fees.

<b>ATTACHMENTS</b>
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- APPENDIX A:
  - Severance Sketch No. 31210-22 prepared by Jeffrey Buisman at Van Harten Surveying Inc., dated July 21, 2022.
- APPENDIX B:
  - Aerial View of Subject Lands
- APPENDIX C:
  - Joanna Salsberg, Planner  
Planning and Development Department, County of Wellington: Report

<b>STRATEGIC PLAN 2019 – 2022</b>
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Do the report's recommendations align with our Strategic Areas of Focus?

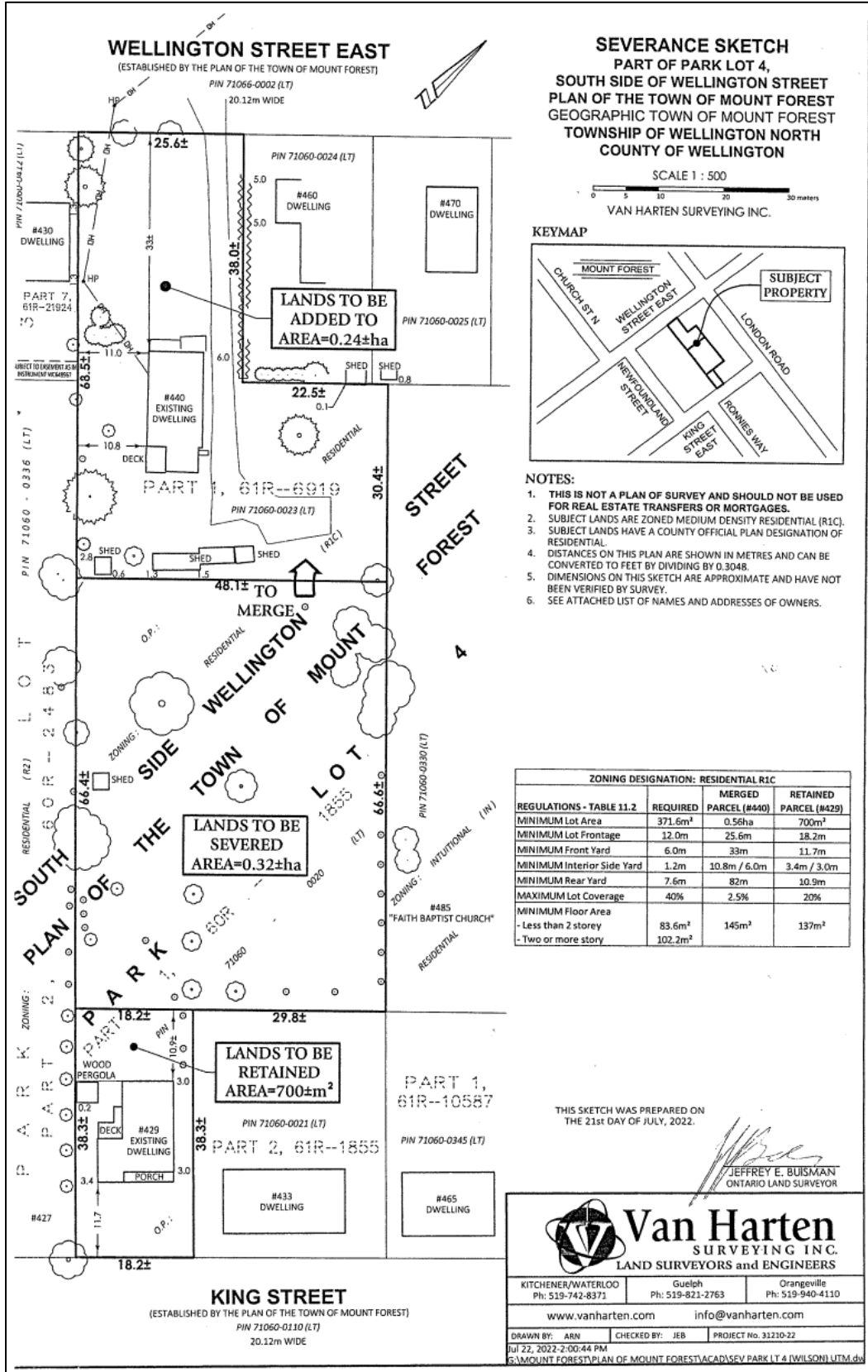
Yes
  No
  N/A

Which priority does this report support?

Modernization and Efficiency
  Partnerships  
 Municipal Infrastructure
  Alignment and Integration

<b>Prepared By:</b>	Tammy Pringle, Development Clerk	<i>Tammy Pringle</i>
<b>Recommended By:</b>	Darren Jones, Interim Chief Administrative Officer	<i>Darren Jones</i>

APPENDIX A – Severance Sketch





APPENDIX B – Aerial View of Subject Lands



## APPENDIX C – Planning Report



**Planning and Development Department | County of Wellington**  
 County Administration Centre | 74 Woolwich Street | Guelph ON N1H 3T9  
 T 519.837.2600 | F 519.823.1694

<b>Application Location</b>	B111-22 Part of Park Lot 4 s/s Wellington St TOWNSHIP OF WELLINGTON NORTH (Mt Forest)
<b>Applicant/Owner</b>	Krista, Robert and Sylvia Hunter

**PRELIMINARY PLANNING OPINION:** This application for a lot line adjustment would sever 3,200 m<sup>2</sup> (0.79 ac) of parcel land with an existing shed to be added to the abutting residential lot. The proposed retained parcel is 700 m<sup>2</sup> (0.17 ac) with an existing dwelling and pergola.

This application is consistent with Provincial Policy and generally conforms to the County Official Plan. We have no concerns provided the following matters are addressed as conditions of approval:

- a) That the purchaser take title to the severed and retained lands in the same manner as they hold their abutting land; and
- b) That Subsection 50(3) of the Planning Act, R.S.O., 1990 be applied to any subsequent conveyance or any transaction involving the parcel of land that is the subject of this Consent;

**PLACES TO GROW:** No issues.

**PROVINCIAL POLICY STATEMENT (PPS):** No issues.

**WELLINGTON COUNTY OFFICIAL PLAN:** The subject lands are designated RESIDENTIAL within the County of Wellington Official Plan and are located within the Urban Centre of Mount Forest.

Section 10.6.3 of the Official Plan permits lot line adjustments within the Urban System provided 'there is no adverse effect provided that basic lot patterns in an area are not unreasonably altered'.

The matters under Section 10.1.3 were also considered including item l) 'that the proposed lots and uses are compatible with and designed to minimize adverse impacts on surrounding uses' and item m) that all lots shall have logical lot lines given existing lot patterns in the area, natural and human-made features and other appropriate considerations'.

In regards to item l) and m), the surrounding properties appear to contain single detached dwellings on lots of varying size and some comparable lot sizes to the proposed retained parcel.

**LOCAL ZONING BY-LAW:** The subject property is within the Low Density Residential Zone (R1C). The proposed severed and benefitting parcels are fully within the R1C Zone. The applicant has noted the long-term plan for the parcel is for a new residential development on the consolidated parcel. The minimum lot area and frontage requirements of the R1C Zone are met for the proposed consolidated and retained parcels.

**WELL HEAD PROTECTION AREA:** The subject lands are located within Well Head Protection Area C and Well Head Protection Area D with vulnerability scores of 4-6.

**SITE VISIT INFORMATION:** The subject property was not visited and photographed at the time of report preparation.



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Joanna Salsberg, B.A., M.PL.  
Planner  
September 2<sup>nd</sup>, 2022



**WELLINGTON NORTH**  
SEMPER PORRO

## Staff Report

**To:** Mayor and Members of Council Meeting of September 12, 2022  
**From:** Tammy Pringle, Development Clerk  
**Subject:** DC 2022-040, Consent Application B113-22 Linda Spahr

### RECOMMENDATION

**THAT** Council of the Township of Wellington North receive DC Report 2022-040 being a report on Consent Application (Lot Line Adjustment) B113-22 known as Part Lot 5, s/s Perth St, Wylie's Survey in the Town of Mount Forest.

**AND FURTHER THAT** the Council of the Township of Wellington North supports consent application B113-22 as presented with the following conditions:

- **THAT** the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- **THAT** the Owner confirms location of the existing water service and sanitary sewer service on private property for 305 Perth Street to ensure it is entirely within the retained lands;
- **THAT** zoning compliance is achieved for the severed and retained parcel to the satisfaction of the Township;
- **THAT** application B113-22 is conditional on the approval of applications B114-22 and B115-22 to the satisfaction of the Township of Wellington North and the County of Wellington;

**AND FURTHER THAT** Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

### BACKGROUND

The subject properties are located in the North West quadrant of the Town of Mount Forest and are geographically known as 305 Perth Street and 405 Durham Street West.

Proposed lot line adjustment is 236 square metres with 5.8m frontage (Severed 1 on sketch), vacant land to be added to abutting urban residential parcel for continued residential use - Cobblestone Diversions Inc. (PIN 71071-0030)

Retained parcel is 713 square metres with 17.9m frontage (Retained 1 on sketch), existing and proposed urban residential use with existing dwelling & shed.

### FINANCIAL CONSIDERATIONS

The municipality will realize \$130.00 in clearance fees.

### ATTACHMENTS

- APPENDIX A:
  - Severance Sketch No. 30792-22 prepared by Jeffrey Buisman at Van Harten Surveying Inc., dated June 23, 2022.
- APPENDIX B:
  - Aerial View of Subject Lands
- APPENDIX C:
  - Joanna Salsberg, Planner  
Planning and Development Department, County of Wellington: Report

### STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

Yes
  No
  N/A

Which priority does this report support?

Modernization and Efficiency
  Partnerships  
 Municipal Infrastructure
  Alignment and Integration

<b>Prepared By:</b>	Tammy Pringle, Development Clerk	<i>Tammy Pringle</i>
<b>Recommended By:</b>	Darren Jones, Interim Chief Administrative Officer	<i>Darren Jones</i>



APPENDIX B – Aerial View of Subject Lands





## APPENDIX C – Planning Report

**Planning and Development Department | County of Wellington**  
 County Administration Centre | 74 Woolwich Street | Guelph ON N1H 3T9  
 T 519.837.2600 | F 519.823.1694

<b>Application Location</b>	B113-22 Part of Park Lot 4 s/s Wellington St TOWNSHIP OF WELLINGTON NORTH (Mt Forest)
<b>Applicant/Owner</b>	Krista, Robert and Sylvia Hunter

**PRELIMINARY PLANNING OPINION:** This application for a lot line adjustment would sever a 236 m<sup>2</sup> (2,540.3 ft<sup>2</sup> Severed Parcel 1 on sketch) parcel of land with 5.8 m (19.0 ft) of frontage to be added to an abutting residential parcel (405 Durham ST W). The proposed retained parcel is 713 m<sup>2</sup> (7,674.7 ft<sup>2</sup> Retained Parcel 1 on sketch) with 17.9 m (58.7 ft) of frontage with an existing dwelling and shed.

This application is related to consent applications B114-22 and B115-22 which proposed to sever the proposed consolidated parcel of B113-22 to facilitate the creation of two new residential lots within Mount Forest.

This application is consistent with Provincial Policy and generally conforms to the County Official Plan. We have no concerns provided the following matters are addressed as conditions of approval:

- a) That the purchaser take title to the severed and retained lands in the same manner as they hold their abutting land;
- b) That Subsection 50(3) of the Planning Act, R.S.O., 1990 be applied to any subsequent conveyance or any transaction involving the parcel of land that is the subject of this Consent;
- c) That zoning compliance is achieved for the severed and retained parcel to the satisfaction of the Township; and
- d) That application B113-22 is conditional on the approval of applications B114-22 and B115-22 to the satisfaction of the Township of Wellington North and the County of Wellington.

**PLACES TO GROW:** No issues.

**PROVINCIAL POLICY STATEMENT (PPS):** No issues.

**WELLINGTON COUNTY OFFICIAL PLAN:** The subject lands are designated RESIDENTIAL within the County of Wellington Official Plan and are located within the Urban Centre of Mount Forest. Section 10.6.3 of the Official Plan permits lot line adjustments within the Urban System provided 'there is no adverse effect provided that basic lot patterns in an area are not unreasonably altered'.

Section 10.1.2 identifies that plans are subdivisions will normally be required for four (4) or more lots; however, planning staff are of the opinion that the subject severance application and related consent applications B114-22 and B115-22 do not warrant a plan of subdivision.

The matters under Section 10.1.3 were also considered.

**LOCAL ZONING BY-LAW:** The subject property is within the Low Density Residential Zone (R1C). The proposed severed and benefitting parcels are fully within the R1C Zone. The minimum lot area and frontage requirements for the proposed consolidated and retained parcels are met.

The submitted sketch shows a number of proposed setbacks both to existing and proposed buildings that are approximate. A condition for zoning compliance has been proposed.



**WELL HEAD PROTECTION AREA:** The subject lands are located within Well Head Protection Area B with a vulnerability score of 6.

**SITE VISIT INFORMATION:** The subject property was not visited and photographed at the time of report preparation.



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Joanna Salsberg, B.A., M.P.L.  
Planner  
September 2<sup>nd</sup>, 2022



## Staff Report

**To:** Mayor and Members of Council Meeting of September 12, 2022  
**From:** Tammy Pringle, Development Clerk  
**Subject:** DC 2022-041, Consent Application B114-22 Cobblestone Diversions Inc.

### RECOMMENDATION

**THAT** Council of the Township of Wellington North receive DC Report 2022-041 being a report on Consent Application (Severance) B114-22 known as Part Lots 5 & 6, s/s Perth St., Wylie's Survey in the Town of Mount Forest.

**AND FURTHER THAT** the Council of the Township of Wellington North supports consent application B114-22 as presented with the following conditions:

- **THAT** the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- **THAT** the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22;
- **THAT** the Owner confirms location of the existing water service and sanitary sewer service on private property for 405 Durham Street W to ensure it is entirely within the retained lands;
- **THAT** the garden shed on Severed (2) to be removed to the satisfaction of the township;
- **THAT** a parking space that complies with Subsection 6.27 of Zoning By-law 66-01 be provided or zoning relief be obtained to the satisfaction of the township.
- **THAT** zoning compliance for the severed and retained parcels is achieved to the satisfaction of the Township;
- **THAT** applications B114-22 and B115-22 are conditional on the approval of application B113-22 to the satisfaction of the Township and the County of Wellington;

**AND FURTHER THAT** Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

### BACKGROUND

The subject property is located in the North West quadrant of the Town of Mount Forest and is geographically known as 405 Durham Street West.

Proposed severance is 375 square metres with 12m frontage (Severed 2 on sketch), vacant land for proposed urban residential use. Existing shed to be removed.

Retained parcel is 865 square metres with 27.7m frontage (Severed 3 & Retained 2 on sketch), existing and proposed urban residential use with existing dwelling.

### FINANCIAL CONSIDERATIONS

The municipality will realize \$130.00 in clearance fees and parkland dedication consistent with By-law No. 011-22.

### ATTACHMENTS

- APPENDIX A:
  - Severance Sketch No. 30792-22 prepared by Jeffrey Buisman at Van Harten Surveying Inc., dated June 23, 2022.
- APPENDIX B:
  - Aerial View of Subject Lands
- APPENDIX C:
  - Joanna Salsberg, Planner  
Planning and Development Department, County of Wellington: Report

### STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

Yes
  No
  N/A

Which priority does this report support?

Modernization and Efficiency
  Partnerships  
 Municipal Infrastructure
  Alignment and Integration

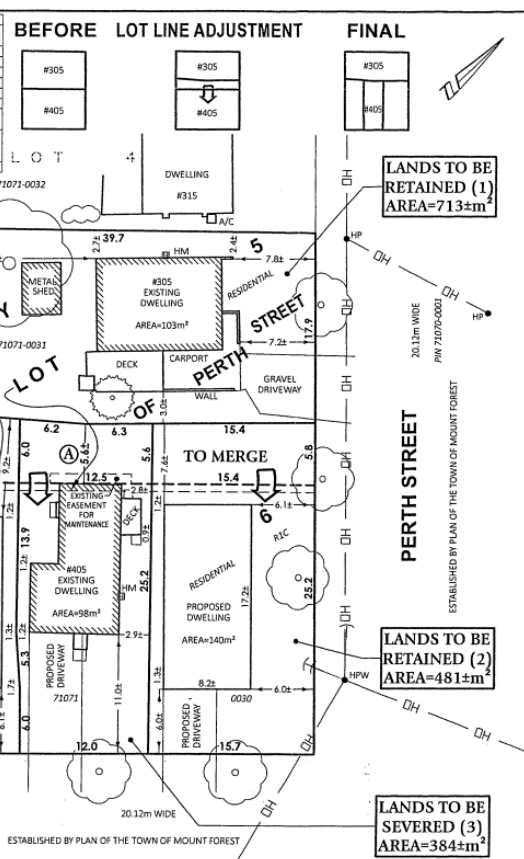
<b>Prepared By:</b>	Tammy Pringle, Development Clerk	<i>Tammy Pringle</i>
<b>Recommended By:</b>	Darren Jones, Interim Chief Administrative Officer	<i>Darren Jones</i>

# APPENDIX A – Severance Sketch

TABLE 11.2 - ZONING DESIGNATION: RESIDENTIAL R1C - SINGLE DETACHED DWELLING

ITEM	REQUIRED	RETAINED No. 1 (#305 Perth)	SEVERED No. 1	SEVERED No. 2 (#405 Durham)	RETAINED No. 3
MINIMUM Lot Area	331.6m <sup>2</sup>	713m <sup>2</sup>	375m <sup>2</sup>	384m <sup>2</sup>	482m <sup>2</sup>
MINIMUM Lot Frontage	12.0m	17.8m	12.0m	12.0m	15.7m
MINIMUM Front Yard	6.0m	2.8m	6.3m	11.0m	6.0m
MINIMUM Inner Side Yard	3.2m	3.0m / 2.4m	3.2m / 1.3m	1.2m / 2.8m	3.2m
MINIMUM Exterior Side Yard	6.0m	N/A	N/A	N/A	6.0m
MINIMUM Rear Yard	7.6m	19.0m	9.2m	5.6m (A)	7.6m
MAXIMUM Lot Coverage	40%	34%	38.4%	35%	29%
MINIMUM Floor Area - less than 3 storey	83.6m <sup>2</sup>	102.2m <sup>2</sup>	144m <sup>2</sup>	98m <sup>2</sup>	140m <sup>2</sup>

MINOR VARIANCE REQUEST:  
 (A) TO PERMIT A REDUCED REAR YARD OF 5.6m VS. 7.6m



**SEVERANCE & MINOR VARIANCE SKETCH**  
 PART OF LOT 5 AND ALL OF LOT 6,  
 SOUTH SIDE OF PERTH STREET  
 WYLIE'S SURVEY  
 GEOGRAPHIC TOWN OF MOUNT FOREST  
 TOWNSHIP OF WELLINGTON NORTH  
 COUNTY OF WELLINGTON

SCALE 1 : 300  
 0 5 10 15 meters  
 VAN HARTEN SURVEYING INC.

**KEYMAP**

**NOTES:**

- THIS IS NOT A PLAN OF SURVEY AND SHOULD NOT BE USED FOR REAL ESTATE TRANSFERS OR MORTGAGES.
- SUBJECT LANDS ARE RESIDENTIAL (R1C).
- SUBJECT LANDS HAVE A COUNTY OFFICIAL PLAN DESIGNATION OF RESIDENTIAL.
- DISTANCES ON THIS PLAN ARE SHOWN IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.
- DIMENSIONS ON THIS SKETCH ARE APPROXIMATE AND HAVE NOT BEEN VERIFIED BY SURVEY.
- SEE ATTACHED LIST OF NAMES AND ADDRESSES OF OWNERS.
- T.B.R. DENOTES TO BE REMOVED.

THIS SKETCH WAS PREPARED ON THE 23rd DAY OF JUNE, 2022.

*Jeffrey E. Buisman*  
 JEFFREY E. BUISMAN  
 ONTARIO LAND SURVEYOR

**Van Harten SURVEYING INC.**  
 LAND SURVEYORS and ENGINEERS

KITCHENER/WATERLOO Ph: 519-742-8371	Guelph Ph: 519-821-2763	Orangeville Ph: 519-940-4110
www.vanharten.com		info@vanharten.com
DRAWN BY: ARN	CHECKED BY: JEB	PROJECT No. 30792-22
JUN 25, 2022-2:49:29 PM		
S:\MOUNT FOREST\WYLIE'S SURVEY\ACAD\SEV LT 5,6 (COBBLESTONE)\LITM.dwg		

APPENDIX B – Aerial View of Subject Lands





## APPENDIX C – Planning Report

**Planning and Development Department | County of Wellington**  
 County Administration Centre | 74 Woolwich Street | Guelph ON N1H 3T9  
 T 519.837.2600 | F 519.823.1694

<b>Application Location</b>	B114-22 & B115-22 Part Lot 5 & 6. s/s Perth St. Wylie's Survey
<b>Applicant/Owner</b>	TOWNSHIP OF WELLINGTON NORTH (Mt Forest) Cobblestone Diversions Inc.

**PRELIMINARY PLANNING OPINION:** These applications would sever two lots of 375 m<sup>2</sup> (4,036.5 m<sup>2</sup> Severed Parcel 2 on sketch) and 384 m<sup>2</sup> (4,133.3 ft<sup>2</sup> Severed Parcel 3 on sketch) for residential use in the Urban Centre of Mount Forest. Severed Parcel 3 on the sketch contains an existing dwelling, and Severed Parcel 1 on the sketch contains an existing shed that is proposed to be removed. A 481 m<sup>2</sup> (5,177.4 ft<sup>2</sup> Retained Parcel 2 on sketch) parcel would be retained for residential uses.

These applications are related to a lot line adjustment application B113-22 which proposes to sever a vacant parcel from the abutting residential lot to the north (305 Perth Street) to provide additional lands to the subject lands to facilitate consent applications B114-22 and B115-22. Cumulatively, these consent applications are proposing two new building lots and two retained lots with existing dwellings.

Provincial policy provides direction that intensification, including in the form of infill development, is to be directed to settlement areas, including within identified built boundaries, and areas with municipal services.

Parcel ID	Lot Area	Frontage
Retained Parcel 2	481 m <sup>2</sup> (5,177.4 ft <sup>2</sup> )	15.7 m (51.5 ft)
Severed Parcel 2 (B114-22)	375 m <sup>2</sup> (4,036.5 ft <sup>2</sup> )	12.0 m (39.4 ft)
Severed Parcel 3 (B115-22)	384 m <sup>2</sup> (4,133.3 ft <sup>2</sup> )	12.0 m (39.4 ft)

This application is consistent with Provincial Policy and generally conforms to the County Official Plan. We have no concerns provided the following matters are addressed as conditions of approval:

- That driveway access can be provided to the severed and retained lands to the satisfaction of the appropriate roads authority;
- That municipal servicing is available for the severed and retained lands to the satisfaction of the Township;
- That the shed on the Severed Parcel 2 is removed to the satisfaction of the Township;
- That zoning compliance for the severed and retained parcels is achieved to the satisfaction of the Township; and
- That applications B114-22 and B115-22 are conditional on the approval of application B113-22 to the satisfaction of the Township and the County of Wellington.

**PLACES TO GROW:** No issues.

**PROVINCIAL POLICY STATEMENT (PPS):** The subject property is located within the Urban Centre of Mount Forest. Section 1.1.3.1 states that settlement areas shall be the focus of growth and development.

**WELLINGTON COUNTY OFFICIAL PLAN:** The subject lands are designated RESIDENTIAL within the County of Wellington Official Plan and are located within the built boundary of the Urban Centre of Mount Forest. Section 10.6.2 of the Official Plan directs that new lots may be created in Urban Centres provided the land will be appropriately zoned.

Section 10.1.2 identifies that plans of subdivisions will normally be required for four (4) or more lots; however, planning staff are of the opinion that the subject severance applications and related lot line adjustment application (B113-22) do not warrant a plan of subdivision.

The matters under Section 10.1.3 were also considered including item d) 'that all lots will have safe driveway access to an all-season maintained public road and that access to a local road will be preferred over county and provincial roads, where practical'; item l) 'that the proposed lots and uses are compatible with and designed to minimize adverse impacts on surrounding uses'.

Regarding item d), a condition has been proposed to ensure driveway access can be provided to the severed and retained lands. In regards to item l), the proposed severed and retained lots meet the minimum requirements of the Zoning By-law for lot area and frontage. The abutting parcels appear to be single detached dwellings to the north, east, and west. The subject property's zoning (R1C Zone) permits a single detached residential dwelling. There is an existing Feed Mill known as W-S Feed & Supplies (535 Queen St W) to the south. Sensitive land uses are currently existing in close proximity to the Feed Mill.

**LOCAL ZONING BY-LAW:** The subject property is within the Low Density Residential Zone (R1C). As a result of proposed lot line adjustment B113-22, the minimum lot area and frontage requirements severed and retained parcels can be met. A condition linking approvals of B114-22 and B115-22 has been proposed to ensure lot area requirements can be met.

The submitted sketch shows a number of proposed setbacks both to existing and proposed buildings that are approximate. Compliance with the Zoning By-law is required for all existing buildings and the applicant must confirm that setbacks can be met. There appear to be a number of sheds on the subject lands, one of which is proposed to be removed. Any deficiencies for the other sheds would need to be addressed. Compliance with parking requirements for parking spaces is also required for the proposed Severed Parcel 3. A condition for zoning compliance has been proposed.

**WELL HEAD PROTECTION AREA:** The subject lands are located within Well Head Protection Area B with a vulnerability score of 6.

**SITE VISIT INFORMATION:** The subject property was not visited and photographed at the time of report preparation.



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Joanna Salsberg, B.A., M.PL.  
Planner  
September 2<sup>nd</sup>, 2022



## WELLINGTON NORTH

SEMPER PORRO

# Staff Report

**To:** Mayor and Members of Council Meeting of September 12, 2022

**From:** Tammy Pringle, Development Clerk

**Subject:** DC 2022-042, Consent Application B115-22 Cobblestone Diversions Inc.

### RECOMMENDATION

**THAT** Council of the Township of Wellington North receive DC Report 2022-042 being a report on Consent Application (Severance) B115-22 known as Part Lots 5 & 6, s/s Perth St., Wylie's Survey in the Town of Mount Forest.

**AND FURTHER THAT** the Council of the Township of Wellington North supports consent application B115-22 as presented with the following conditions:

- **THAT** the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- **THAT** the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22;
- **THAT** the Owner confirms location of the existing water service and sanitary sewer service on private property for 405 Durham Street W to ensure it is entirely within the retained lands;
- **THAT** a parking space that complies with Subsection 6.27 of Zoning By-law 66-01 be provided or zoning relief be obtained to the satisfaction of the township;
- **THAT** zoning compliance for the severed and retained parcels is achieved to the satisfaction of the Township;
- **THAT** applications B114-22 and B115-22 are conditional on the approval of application B113-22 to the satisfaction of the Township and the County of Wellington;

**AND FURTHER THAT** Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A



### BACKGROUND

The subject property is located in the North West quadrant of the Town of Mount Forest and is geographically known as 405 Durham Street West.

Proposed severance is 384 square metres with 12m frontage (Severed 3 on sketch), existing and proposed urban residential use with existing dwelling.

Retained parcel is 481 square metres with 15.7m frontage (Retained 2 on sketch), vacant land for proposed urban residential use.

### FINANCIAL CONSIDERATIONS

The municipality will realize \$130.00 in clearance fees and parkland dedication consistent with By-law No. 011-22.

### ATTACHMENTS

- APPENDIX A:
  - Severance Sketch No. 30792-22 prepared by Jeffrey Buisman at Van Harten Surveying Inc., dated June 23, 2022.
- APPENDIX B:
  - Aerial View of Subject Lands
- APPENDIX C:
  - Joanna Salsberg, Planner  
Planning and Development Department, County of Wellington: Report

### STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

Yes
  No
  N/A

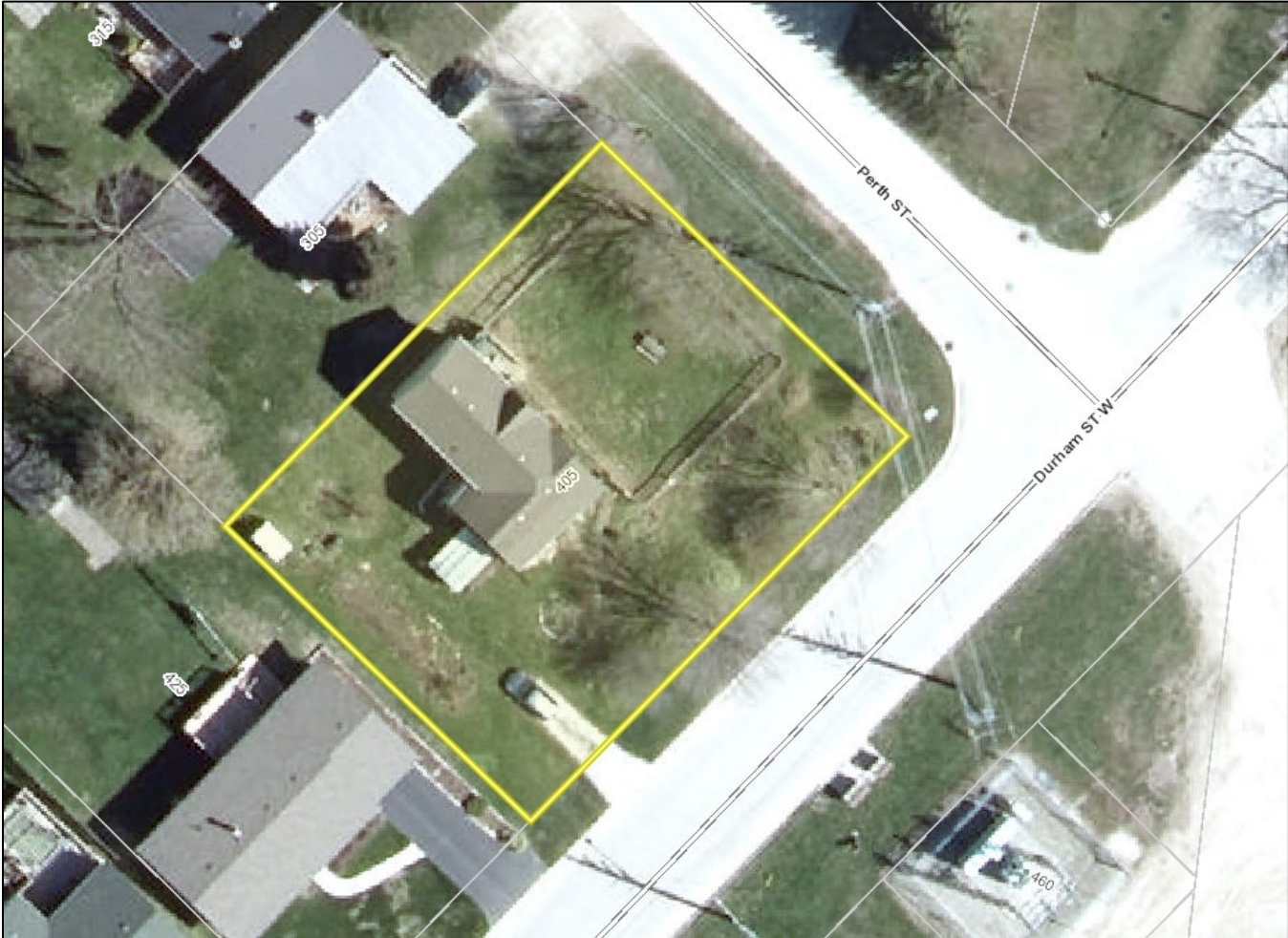
Which priority does this report support?

Modernization and Efficiency
  Partnerships  
 Municipal Infrastructure
  Alignment and Integration

<b>Prepared By:</b>	Tammy Pringle, Development Clerk	<i>Tammy Pringle</i>
<b>Recommended By:</b>	Darren Jones, Interim Chief Administrative Officer	<i>Darren Jones</i>



APPENDIX B – Aerial View of Subject Lands





## APPENDIX C – Planning Report

**Planning and Development Department | County of Wellington**  
 County Administration Centre | 74 Woolwich Street | Guelph ON N1H 3T9  
 T 519.837.2600 | F 519.823.1694

<b>Application Location</b>	B114-22 & B115-22 Part Lot 5 & 6. s/s Perth St. Wylie's Survey TOWNSHIP OF WELLINGTON NORTH (Mt Forest)
<b>Applicant/Owner</b>	Cobblestone Diversions Inc.

**PRELIMINARY PLANNING OPINION:** These applications would sever two lots of 375 m<sup>2</sup> (4,036.5 m<sup>2</sup> Severed Parcel 2 on sketch) and 384 m<sup>2</sup> (4,133.3 ft<sup>2</sup> Severed Parcel 3 on sketch) for residential use in the Urban Centre of Mount Forest. Severed Parcel 3 on the sketch contains an existing dwelling, and Severed Parcel 1 on the sketch contains an existing shed that is proposed to be removed. A 481 m<sup>2</sup> (5,177.4 ft<sup>2</sup> Retained Parcel 2 on sketch) parcel would be retained for residential uses.

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**WELLINGTON COUNTY OFFICIAL PLAN:** The subject lands are designated RESIDENTIAL within the County of Wellington Official Plan and are located within the built boundary of the Urban Centre of Mount Forest. Section 10.6.2 of the Official Plan directs that new lots may be created in Urban Centres provided the land will be appropriately zoned.

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**SITE VISIT INFORMATION:** The subject property was not visited and photographed at the time of report preparation.



---

Joanna Salsberg, B.A., M.P.L.  
Planner  
September 2<sup>nd</sup>, 2022



**PLANNING REPORT  
for the TOWNSHIP OF WELLINGTON NORTH**

Prepared by the County of Wellington Planning and Development Department

**DATE:** August 31, 2022  
**TO:** Darren Jones, C.B.O.  
 Township of Wellington North  
**FROM:** Curtis Marshall, Manager of Development Planning  
 County of Wellington  
**SUBJECT:** **Extension of Interim Control By-law  
 Cannabis Production and Processing Uses**

**BACKGROUND**

On August 23, 2021, Council passed the following resolution:

RESOLUTION: 2021-263

*THAT the Council of the Corporation of the Township of Wellington North direct staff to undertake a study in respect of land use planning policies relating to Cannabis Operations within the municipality with respect to noise, odour, water usage, security, traffic, etc.*

In response to the resolution, Planning Staff prepared an Interim Control By-law (ICBL) for Council's consideration which would prohibit the establishments of "Cannabis Production Related Uses" in the Township for a 1 year period while a land use planning study was undertaken. On September 27, 2021 Township Council approved and adopted the ICBL (092-21). Unless extended by Council, the ICBL will expire on September 27, 2021.

The ICBL defines "Cannabis Production Related Uses" as:

*The use of lands, buildings or structures for the purpose of growing, cultivating, raising, producing, processing, drying, harvesting, packaging, treating, testing, destroying, storing and/or distribution of Cannabis as defined by the Cannabis Act, 2018, c. 16 as amended. A Cannabis Production Related Use does not include the growth, production or processing cannabis plants at a residence in accordance with personal use allotments permitted under the Cannabis Act, and by the Province of Ontario for recreational purposes.*

The By-law prohibits new commercial and medical cannabis production facilities from being established in the Township. Planning Staff note that the two properties in the Riverstown rural industrial area which have previously obtained zoning by-law amendments to grow cannabis can continue to exist in their current form as "legal non-conforming uses" while the ICBL is in place.

The ICBL also does not prohibit the growing of cannabis plants for recreational purposes at a residence as permitted by the *Cannabis Act* and provincial regulations (currently 4 or fewer cannabis plants).

## CANNABIS PRODUCTION AND RELATED USES STUDY

Late last year, Planning Staff together with Township Staff commenced a study of the Township's planning policies related to cannabis production and processing facilities. The study includes 4 main phases:

- Background Review (Completed)  
A review of applicable policy and regulations, land use impacts, and municipal best practices. A background report has been prepared (dated April 2022), completed and presented to Council.
- Review of Policy Options (Completed)  
A regulatory option report has been prepared presenting and reviewing regulatory options for cannabis production and processing uses.
- Public Consultation (Underway)  
A public meeting will be held in accordance with the *Planning Act*. Input welcomed from agencies and the public.
- Final Recommendations  
Final report which includes final policy recommendations for Council's consideration.

In June 2022 Planning Staff prepared a Regulatory Options Report for Council's consideration. This report presented and reviewed policy options to regulate cannabis production and processing uses in the Township. Planning Staff provided recommended options which were endorsed by Council.

Planning Staff are currently working on developing draft zoning by-law regulations which will be presented to the public for review and comment at a future public meeting.

## INTERIM CONTROL BY-LAW EXTENSION

Section 38 (2) of the *Planning Act* provides that a Council may amend an Interim Control By-law to extend the period of time during which it will be in effect, provided the total period of time does not exceed 2 years from the date of passing of the ICBL.

Public notice (including the holding of a public meeting) is not required prior to Council extending the time period an ICBL is in effect, however the extension is subject to appeal under the *Planning Act*. Notice of passing of the amended ICBL is also required under the *Planning Act*.

Planning Staff have prepared a by-law which amends Interim Control By-law 092-21 to extend the expiry date of the By-law until September 27, 2023 (1 additional year). A copy of the proposed amending by-law is attached as **Schedule 1** to this report. The extended time frame is necessary to allow for the completion of the Township's Cannabis Production and Related Uses Study.

**CONCLUSION**

Planning Staff recommend that the Interim Control By-law for cannabis uses be amended to extend the expiry date of the by-law for an additional 1-year period. This extension is necessary to allow for the completion of the Township's Cannabis Production and Related Uses Study. An amending by-law has been prepared for Council's consideration and is attached to the report as **Schedule 1**.

Respectfully submitted



Curtis Marshall, RPP MCIP  
Manager of Development Planning



## Schedule 1 – ICBL Extension

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER \_\_\_\_\_.**

**BEING A BY-LAW TO AMMEND INTERIM CONTROL BY-LAW 092-21 (CANNABIS PRODUCTION  
RELATED USES) TO EXTEND THE PERIOD OF TIME DURING WHICH IT WILL REMAIN IN EFFECT TO  
SEPTEMBER 27, 2023.**

WHEREAS Council for the Township of Wellington North passed an Interim Control By-law on September 27, 2021, prohibiting the use of lands, buildings or structures for Cannabis Production and Related Uses in the Township for a period of 1 year;

AND WHEREAS the Township of Wellington north has commenced a Cannabis Production and Related Uses Study;

AND WHEREAS Section 38 (2) of the Planning Act, R.S.O 1990, c. P.13, as amended, allows for a municipality to extend the period of time that an Interim Control By-law can be in effect, provided the total period of time does not exceed 2 years from the date of passing of the Interim Control By-law;

AND WHEREAS Council for the Township of Wellington North has determined that it is in the public interest to extend the Interim Control By-law 092-21 for an additional year pursuant to Section 38 92) of the Planning Act, R.S.O 1990, c. P.13, as amended, to prohibit the use of specific lands within the Township for Cannabis Production Related Uses, as more particularly defined by the by-law, so as to allow the Township to review and, if considered appropriate, implement the findings and recommendations of the Cannabis Production and Related Uses;

NOW THEREFORE the Council of the Corporation of the Township of Wellington North enacts as follows:

1. Interim Control By-law 092-21, is hereby amended by deleting and replacing Section 3. with the following:
  3. This By-law shall be in effect until September 27, 2023.

READ A FIRST AND SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022

READ A THIRD TIME AND PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK



## Staff Report

**To:** Mayor and Members of Council, Meeting of September 12, 2022  
**From:** Darren Jones, Chief Building Official / Interim Chief Administrative Officer  
**Subject:** CBO 2022-10 Building Permit Review Period Ending August 31st, 2022

### RECOMMENDATION

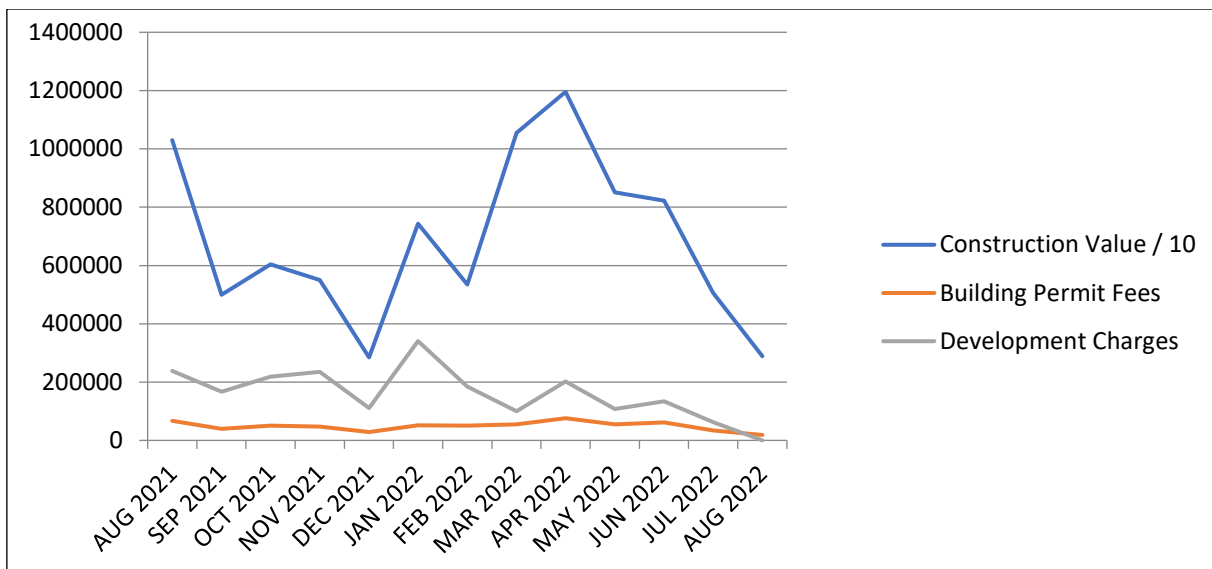
**THAT** the Council of the Corporation of the Township of Wellington North receive Report CBO 2022-10 being the Building Permit Review for the period ending August 31st, 2022.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

1. CBO 2022-09 Building Permit Review Period Ending July 31st, 2022
2. CBO 2021-12 Building Permit Review Period Ending August 31st, 2021

### BACKGROUND

PROJECT DESCRIPTION	PERMITS ISSUED	CONSTRUCTION VALUE	PERMIT FEES	DEVELOPMENT CHARGES
Single Family Dwelling	0	0.00	0.00	0.00
Multi Family Dwelling	0	0.00	0.00	0.00
Additions / Renovations	1	7,500.00	130.00	0.00
Garages / Sheds	2	90,000.00	1,896.96	0.00
Pool Enclosures / Decks	5	173,000.00	802.54	0.00
Commercial	2	50,000.00	2,928.25	0.00
Assembly	1	3,000.00	130.00	0.00
Industrial	0	0.00	0.00	0.00
Institutional	0	0.00	0.00	0.00
Agricultural	6	2,545,000.00	12,157.45	0.00
Sewage System	1	22,000.00	520.00	0.00
Demolition	0	0.00	0.00	0.00
Monthly Total	18	2,890,500.00	18,565.20	0.00
Total Year to Date	249	59,971,860.00	389,393.41	1,077,701.71
12 Month Average	27	6,613,355.00	47,499.01	155,248.68



10 Year Monthly Average	25	3,680,557.40	34,050.51	72,791.26
10 Year, Year to Date Average	186	30,701,544.10	256,029.43	543,258.21

This month the Building Department issued 18 building permits with a total combined construction value of \$2,890,500 this is equivalent to \$1,558,000 five years ago in 2017 using a deflationary factor of the residential building construction price index.

**FINANCIAL CONSIDERATIONS**

None.

**ATTACHMENTS**

None.

**STRATEGIC PLAN 2019 – 2022**

Do the report's recommendations align with our Strategic Areas of Focus?

- Yes
  No
  N/A

Which priority does this report support?

- Modernization and Efficiency
  Partnerships  
 Municipal Infrastructure
  Alignment and Integration

**Prepared and Recommended By:** Darren Jones, Chief Building Official / Interim Chief Administrative Officer



# WELLINGTON NORTH

SEMPER PORRO

## Staff Report

**To:** Mayor and Members of Council Meeting of September 12<sup>th</sup>, 2022

**From:** Dale Small  
Economic Development Officer

**Subject:** EDO 2022-024 Economic Development Office Update

### RECOMMENDATION

**THAT** Council of the Corporation of Township of Wellington North receive for information Report EDO 2022-024 being an update from the Economic Development Office.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

### BACKGROUND

This report is intended to give council an update on several initiatives underway in the Economic Development Office:

**Digital Main Street Program:** Our Northern Wellington Economic Development partnership with Mapleton & Minto was successful in obtaining a Digital Main Street grant. This \$58,700 grant has enabled us to hire Nelia Ricardo-Wodiany as our local Digital Service Squad Team Member for a two-year period. Nelia is available to assist businesses in applying for grants and to take full advantage of digital technologies and ecommerce platforms. Three other elements to the 2022 Digital Main Street Program include:

- **Digital Transformation Grant:** businesses may apply for a \$2,500 grant to assist them in meeting their digital goals.
- **Access to Support:** In addition to free services from our Digital Service Squad this includes access to basic digital services & vendors that can identify technologies and tools businesses need to be digitally ready, and other resources such as assessments, articles, best practices, etc.
- **Digital Training (online and in-person):** Webinars and workshops focusing on e-commerce, website development, social media (October 18<sup>th</sup> in-person Mount Forest), and digital tools, software, and apps. (October 19<sup>th</sup> in-person Palmerston)

**Saugeen Connects Partnership Programs:** Saugeen Connects is an Economic Development partnership between the Saugeen Economic Development Corporation (SEDC) and seven municipalities; Arran-Elderslie, Brockton, Hanover, Minto, Wellington North, West Grey, and South Bruce. Our mission is to collaborate and positively impact area economic growth, support youth retention and development, support the advancement of women and integrate our workforce attraction efforts with the development of a workforce attraction strategy.

For council's information our Saugeen Connects, 2022 Strategic Plan is included as attachment A, to this report and an update on a couple of our key programs follows:

- i. Our **Saugeen Student Start-Up Program (SSUP)**, promoting youth entrepreneurship, is in its third year and over these three years we have provided support to 147 students. Offered to youth in the Saugeen Region who are in Grades 6-12 we are able to provide upwards to \$500 in start-up funding & valuable on-line training and mentorship to support running their own business. This summer, 47 students, 8 from WN have started various creative entrepreneurial businesses, including baked goods, lawn care, hand-made merchandise, clothing apparel, babysitting, concession stands, etc. The closing BBQ for our 2022 entrepreneurs was on August 23<sup>rd</sup> when we all came together, along with the many sponsors of the program, at launchpad in Hanover.

One of our WN success stories is Jacob Seddon! Jacob has started his entrepreneurship journey with **Seddon Soil Sampling**, which provides a service that gathers vital information for farmers wanting to see the best yields out of their crops. Seddon Soil Sampling first collaborates with the farmer to understand what they are aiming to achieve and then takes various soil samples. To ensure the farmer receives an accurate analysis of their soil, it is essential that Seddon Soil Sampling adopts specific methods to retrieve representative soil samples for each field. Once the soil samples have been collected, they are sent away to a government-approved laboratory for testing. After all the soil analyses are reported to Seddon Soil Sampling, the data is documented for the farmer on a field sketch, identifying each soil sample result on maps that the farmer can understand for planning best management practices on each field. Seddon Soil Sampling is eager to continue learning as the agriculture industry grows and develops and anyone interested can connect with Jacob on social media, by email [jacobswoodenladder@gmail.com](mailto:jacobswoodenladder@gmail.com) or 519-314-7000.

- ii. Our Saugeen Connects partnership has a number of programs to support the **Advancement of Women** in our rural communities and this past spring we ran our second Advancement of Women webinar series and also participated in International Women's Day. Saugeen Connects has also taken over the leadership, sponsorship, and support of WOWSA. (Women of Wellington Saugeen Area) WOWSA aims to inspire, empower, and connect women in business in the Wellington and Saugeen Region by providing creative education and networking events. Some of the events held over the summer and scheduled for the remainder of the year include:

# WOWSA

Connecting Women Entrepreneurs and Professionals in the Wellington Saugeen Region

SAVE THE DATES

<b>July 16</b>	<b>Day at Hanover Raceway for the Ontario Women's Drivers Championship Event</b> 1:30 PM - 4PM at Hanover Raceway
<b>August 15</b>	<b>Head Shots &amp; Happy Hour</b> 4:00 PM - 8:00 PM at Corner Krest Salon & Barber/ A la Mode - Drayton
<b>September 22</b>	<b>Mount Forest Women-Owned Business Tour</b> 5:00 PM - 8:00 PM in Mount Forest
<b>October 10</b>	<b>Panel Discussion with Start-Up Businesswomen</b> 6:00 PM - 8:00 PM in West Grey
<b>November 8</b>	<b>Self Care for Entrepreneurs</b> 6:00 PM - 8:00 PM at Launchit in Harriston



For detailed information and to sign up for our newsletters to be informed on upcoming events and registration details visit : [www.wowsa.ca](http://www.wowsa.ca) Email us at : [info@wowsa.ca](mailto:info@wowsa.ca)

**Downtown Revitalization Programs:** In 2021 in-partnership with the Arthur Business Improvement Association (BIA) and supported by Connecting Link funding, Arthur downtown was the main focus for our Downtown Revitalization & Streetscaping Programs. Council will recall that earlier this year our Rural Economic Development (RED) grant application was approved, and this supports our 2022 focus in Mount Forest. In partnership with the Mount Forest BIA, we have four projects taking place in Downtown Mount Forest over the next few months.

- i. **Downtown Parkette:** The first project was the installation of the Parkette beside the Bank of Montreal, and this project was completed just before the Fireworks Festival weekend and looks amazing. For council's information the BIA is hosting a Parkette Grand Opening and BBQ on Friday September 30<sup>th</sup> from noon – 1:30pm and hopefully you will be able to attend.



- ii. **Downtown Mural:** Along with the Parkette, we are working with the BIA and building owner to instal a mural, on the Century 21 building located on the south side of the Parkette. Mural design has been completed and costed and installation will take place this month. This “Wing” mural will be a very attractive addition to this area and a great place to take a selfie!
- iii. **Downtown Wi-Fi:** Downtown Wi-Fi was also approved as part of our downtown programs. Final costs have been received for hardware, installation of external antenna's and new Wightman internet service at BDO & Coburn Insurance buildings, along with project management fees. The BIA, Township and building owners have entered into a signed agreement to ensure everyone is protected. Most of the hardware has been ordered/received and implementation, project managed by our friends in Centre Wellington, will be completed late September/October.
- iv. **Downtown Outdoor Gym:** The final project approved is an outdoor gym. This is an early 2023 installation, and we are currently in the process of determining a suitable location however our current thinking is just off Main Street adjacent to the playground at the cenotaph. This is municipal property, and we believe a good location for an outdoor gym as well as a future project that might include a gazebo, etc. that could turn this area into more of a gathering/meeting/entertainment place. The outdoor gym design will be similar to the one installed in Arthur last year and we intend to use the same company, ActiveFit, to supply the equipment. A sketch of their Community Park outdoor gym design and recommended equipment, follows:





**Community Improvement Program** Our Community Improvement Plan (CIP) enables the Municipality to provide grants to individuals, businesses, and organizations making improvements to their buildings and property all in an effort to support revitalization and redevelopment activities in our community. Since 2012, 146 applicants have received grant funding. Dollar value of improvements made in our community, is conservatively estimated at \$3.1 million. Of this amount 86.3% has been covered by the applicants with the remaining 13.7% covered by grants or loans under the CIP.

Our last CIP update was in 2018 when we added an accessibility grant and integrated the Wellington County Invest Well program. We recently finalized the project plan, March 2023 completion, to do another review with Sean Kelly from SKA Design. Sean completed our first CIP in 2012 as well as the 2018 update and has a very good understanding of our municipality. The project plan includes:

- Formalizing a Blade Grant within the Façade Improvement Program.
- Collapsing four separate grants; Accessibility, Fees & Charges, Building Improvement and Building Conversion grants into one Building Improvement Grant Program.
- Continuation of the TIERR and Public Art Grant programs
- Consideration to new incentive programs for Green Energy, Housing etc.
- Integrate the County Invest Well changes to be finalized by Dec 2022
- Community consultations and presentation to council in 2023
- Simplify the application process and create a Marketing & Promotion brochure

**Wellington North Farmers Market:** The W.N. Farmers Market will close for its ninth season on Saturday Sept 24<sup>th</sup>. Our market is a registered member of Farmers' Market Ontario (FMO), and Market Manager Harry has obtained his Market Manager certification from FMO. The market ran from 8:30am until noon every Saturday since June 25<sup>th</sup>. During our two "Shop Local Sidewalk Saturday" events the Market moved to King & Main Street. Live entertainment at the market has added to the atmosphere and our WN Farmers Market Boxes, delivered on July 19<sup>th</sup>, sold out once again. This is a great promotion sponsored by Taste Real Guelph Wellington and we look forward to it continuing next year.

We would like to recognize the five local sponsors who support the Farmers' Market including, Forest Physiotherapy, 88.7 The River, MARCC Apparel, Taste Real and the Victory Church who act as the primary sponsor and contribute volunteer hours and venue amenities. We would also like to thank the County of Wellington grants & donations program as the market received a \$2,000 grant to assist with

Marketing & Promotion. A big shout-out to our 2022 vendors, some part-time and some full time, who made our 2022 market the best ever and we look forward to welcoming them back in 2023:

1. Big John's Country Market	Fresh Produce and meats
2. Brenda Martin embroidery	Embroidered towels, dishcloths, etc.
3. Baked N Lovin It	Fresh Baking, Buns, Pies, Cookies
4. Chicken Thika Farm	Organic & Halal chicken products
5. Farewell Home Baking	Home baking & Crafts
6. Farm Bees	Honey, cut flowers, plants
7. Full Circle Farm	Fresh produce, honey, maple syrup, jam
8. HelenMurray.ca	Herbal Teas, Bath salts, soaps, Kombucha
9. Hidden Acre Farms	Fresh Produce
10. KiKi Maple Sweet Water	Five flavours of Maple Water
11. Lots of Dots,	Home Made Paintings and Quilts
12. Louise Marshall Hospital Auxiliary	Coffee and baked goods
13. Mapleton Acres	Flowers and seasonal bouquets
14. Melinda's Bead Jewellery	Jewellery
15. Messy Labs	home science kits for children
16. Noki Farms	Gourmet Mushrooms & microgreens
17. Pillitteri Estates Winery,	VQA Wines
18. Reroot Organic Farm	Organic Vegetables, and produce
19. Sculptural Scents	Sculpted scented candles
20. The Raw Carrot Soup Enterprise	Frozen Soups

**Growth, Housing & Development Forums:** Following the April 25<sup>th</sup> public forum in Arthur and the May 26<sup>th</sup> forum in Mount Forest we launched an online survey to continue to engage the community in the housing discussion. The survey consisted of twelve questions and including the forums we have been able to engage over 300 people in the discussion. A brief overview of the results follow:

- 93% of survey participants live in Wellington North
- 67% of survey participants own their primary residence
- 48% indicated housing affordability was the number one challenge in Wellington North
- 36% indicated housing choices/availability/locations as the number one challenge
- 54% of respondents were not aware that the Township permits secondary dwellings
- Most respondents agreed that we need to encourage a diverse variety of housing options however with the exception of rental housing there was a variety of opinions on what the highest priority should be:
  - 34% felt low rise, multi unit buildings for rental was the number one priority
  - 17% selected more townhomes for rental
  - 11% indicated more duplexes and triplexes for ownership as the main priority
  - 10% indicated secondary dwellings and more options for homeowners to rent out space
- 83% believe the Township should provide incentives to encourage certain types of housing
  - 47% felt incentives should be used to promote subsidized housing for low-income earners
  - 46% felt incentives to promote rental housing should be the number one priority
  - 33% supported incentives to encourage construction of tiny homes (<1,000 sq. ft.)
- When rating the Top 10 Reasons why we need diverse housing options in Wellington North
  - 59 % selected "Strong Local Economy" Businesses need to be able to fill jobs and their employees need to be able to live here as the number one reason
  - 10% selected "Keep our Young Talent"
  - 8% selected "Keep essential Caregivers here"

The information from these discussions will be used by staff and council to help guide future growth plans and priorities moving forward. Staff also believe that Wellington North has a very good picture of where the residential growth will occur in our community over the next 10 – 15 years and that in 2023 we need to turn our intention to the commercial and industrial growth that will also occur.



**Municipal Cultural Plan** Wellington North prepared its first Municipal Cultural Plan in 2013, having recognized the contribution of local cultural resources to the quality of life and sense of community across the township. In 2021 we contracted MDB Insight to update our Cultural Plan and this updated plan, along with our revised goals and objectives, as recommended by our Cultural Roundtable, were approved by council earlier this year.

In reviewing the Cultural Plan, we confirmed that both the Vision; ***Preserving, promoting, and developing Wellington North's unique cultural resources to build a vibrant community and prosperous economy*** as well as the Guiding Assumptions that underpin the Plan remain relevant and valid for the Township.

#### Guiding Assumptions:

- We believe culture is essential to making Wellington North a place where people want to live, work, play, retire and invest
- We believe our history and culture are a source of identity for individual communities and Wellington North as a whole
- We believe creativity and culture are important drivers in growing and diversifying our economy
- We believe volunteers are fundamental to the cultural life of our community, are a symbol of civic pride and commitment, contribute to local economic growth and are central to attracting the notice of political and business leaders who want to support their constituents by honoring volunteers.
- We believe our cultural assets are essential to building vibrant downtowns that are the social and economic hubs of our communities
- We believe in a municipality that integrates culture into all aspects of planning and decision-making
- We believe in cultural organizations working together toward shared goals

Earlier this year the Cultural Roundtable hosted a recruitment lunch n learn that was attended by upwards to 20+ people. The intent of the session was for community members to have a chance to learn more about the Cultural Roundtable as well as the identified goals and actions that the Cultural Roundtable support. Since that time council has approved some additional committee members and the committee continue to work on finalizing the goals and objectives for the coming years

Current focus for the committee is supporting ***Wellington North Culture Days***. Currently there are a number of events being planned in Wellington North that will take place during Ontario Culture Days, <https://culturedays.ca/en/on> which run from Sept. 23<sup>rd</sup> to Oct. 16<sup>th</sup>. Refer attachment B for additional information:

- Volunteer & Newcomer Celebration
- Metz Pumpkinfest
- Four Corners Quilters' Guild
- Culture Days at the WN Farmers Market
- Mount Forest Cemetery Tours by Morgan
- Wellington County Library
- Arthur Historical Society
- Arthur Downtown Murals self-guided tours
- Arthur Barn Quilt Trail self-guided tours

At the last council meeting, Councillor Burke raised an item from the minutes of our August 18<sup>th</sup> meeting. The item pertained to the following point: *"Member Penny would also like to see a heritage committee formed to ensure the longevity of some residential buildings that would be considered historical buildings."* Councillor Burke indicated she felt this should also include commercial buildings and while the decision whether or not to establish a heritage committee requires much more work, I can confirm to council that it is the intent of the cultural roundtable to include commercial buildings in this review.

## FINANCIAL CONSIDERATIONS

\$58,700 for **Digital Main Street** is 100% funded by the DMS Ontario Grants Program

Funding for the **Student Start-up Program** comes from sponsorships and in 2022 Wellington North secured \$3,900 in sponsorships from three sponsors to support the program.

Funding, for the Mount Forest **Downtown Revitalization** program, as per the RED Grant application, is outlined on the following page. Wellington North funding is included in the EDO operating budget.

Project	Project Costs	RED Funding (30%)	BIA Funding (50%)	WN Funding (20%)
Downtown Parkette	\$35,000	\$ 10,500	\$ 17,500	\$ 7,000
Downtown Mural	\$ 4,000	\$ 1,200	\$ 2,000	\$ 800
Downtown Wi-Fi	\$ 35,316	\$ 10,595	\$ 17,658	\$ 7,063
Outdoor Gym	\$ 33,000	\$ 9,900	\$ 16,500	\$ 6,600
<b>Totals</b>	<b>\$107,316</b>	<b>\$32,195</b>	<b>\$53,658</b>	<b>\$21,463</b>

\$10,000 for the revisions to the **Community Improvement Program** is being funded from the Wellington County Municipal BR+E Implementation fund.

**Wellington North Farmers Market** revenue and expense is included in the EDO budget. Our Market Manager position is a volunteer position and with the \$2,000 in grant funding from the County the market operates on a break-even basis with vendor fees and grants offsetting the cost of Insurance, FMO fees, promotion & marketing.

Expenses for the **Growth Housing & Development Forums** as well as the **Cultural Roundtable** programs are included in the EDO operating budget.

## ATTACHMENTS

- Attachment A Saugeen Connects 2022 Strategic Plan
- Attachment B Wellington North Culture Days

## STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

XX Yes                       No                       N/A

Which priority does this report support?

Modernization and Efficiency                      XX Partnerships

Municipal Infrastructure                      XX Alignment and Integration

**Prepared By:** Dale Small, Economic Development Officer                      *Dale Small*

**Recommended By:** Darren Jones, Interim CAO                      *Darren Jones*

# STRATEGIC PLAN

## SUCCESSION MATCHING

- Develop succession planning toolkit, that leverages Succession Matching as a tool.
- Target 1-2 new business signups on SM (per partner/community)
- Offer webinar series | Provide SM codes upon completion
- Target marketing to business owners and service providers in coordination with webinar series
- Tie promotion into SEDC Sponsorships (I.E., Grey Bruce Farmers Week)

## WORKFORCE

- Redevelop & market Employer Profiles package
- Develop employers network and host regular meet-ups (target 2 in 2022)
- Engage/report with LIP's and Workforce Planning
- Research grant opportunities to address issues
- Compliment WOWC Labour Force Strategy

## YOUTH

- Secure SSUP Sponsors (end of April)
- Virtually launch program w/ keynote speaker in secondary schools (mid-April)
- Promote applications to youth (May)
- Execute SSUP (June, July, August)
- Offer training series in coordination with execution (keynote kick-off)
- Engage sponsors in extra activity and support to youth participants

## WOMEN

- Establish WOWSA as a program of...
- Continue entrepreneurial and leadership webinar series (Jan-March). Growing to meet different needs/levels of entrepreneurs.
- International Women's Day Keynote Speaker - to coincide with webinar series and/or event (awards)
- Promote AWE loan program + other training & grant opportunities

## HIRE P/T PROJECT COORDINATOR

- Assists in administering events, training, marketing, and other economic development initiatives of Saugeen Connects in accordance with agreements, procedures and plans.
- Ensures Saugeen Connects core events, training, initiatives and promotions are coordinated, managed, and delivered efficiently and effectively.
- Assists with the production, updating and availability of marketing tools (i.e., website, directories, resources, profiles, social media, print publications and materials, radio campaigns, various linkages, etc.)
- Seeks out and applies for grants that support Saugeen Connects initiatives. Manages grant applications and reporting, requests for quotes.

# September 23 - October 16

## 2022 WELLINGTON NORTH

# CULTURE DAYS



Highlighting the impact of arts & culture in our community while fostering an appreciation for cultural expression!



Wellington North  
Cultural  
Roundtable

See ALL the events planned across Ontario  
Visit [culturedays.ca](http://culturedays.ca)



### Volunteer & Newcomer Celebration

September 23 | 11am-1pm

A public drop-in event to thank volunteers and to welcome newcomers to the community.

Mount Forest & District Sports Complex  
850 Princess Street, Mount Forest



### Four Corners Quilters' Guild

September 24 | 9am-3pm

The Guild Members will be working on projects, doing demonstrations, & interacting with visitors. See finished displays and guild info.

Mount Forest & District Sports Complex  
850 Princess Street, Mount Forest



### Metz Pumpkinfest

September 24 | 3:30pm-8pm

Bring your pumpkin to Metz and enjoy activities, food, and music. Pumpkin & zucchini weigh-in at 4:30pm. Pumpkin catapult and family fun!

Metz United Church  
8276 Sideroad 25, Arthur



### Wellington North Farmers' Market

September 24 | 8:30am-12pm

Support local vendors. Enjoy the final market day of the season; special music & activities!

Victory Community Centre  
320 King Street East, Mount Forest

108

## Arthur Public Library

October 3 - 8

Come celebrate Wellington North Culture Days with a special make-and-take from the Arthur Library!

110 Charles Street, Arthur



## Mount Forest Public Library

October 10 - 15

The Mount Forest Library will have a special make-and-take craft available for all ages all week long.

118 Main Street N, Mount Forest

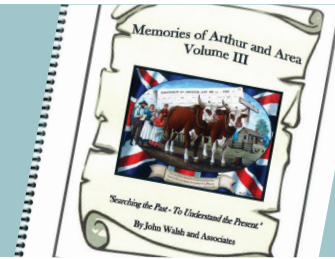


## Arthur & Area Historical Society

Saturdays for Culture Days | 10am-3pm  
September 24, October 1, 8 & 15

History of Canada's Most Patriotic Village, featuring local military, agricultural, community life exhibits.

146 George Street, Arthur



# TOURS

## Mount Forest Cemetery

**Guided Tour MUST BOOK AHEAD\*\***

October 1 | 1:00 - 2:00pm & 3:00 - 4:00pm

October 8 | 1:00 - 2:00pm & 3:00 - 4:00pm

Learn a detailed history from a local historian.

\*\*Contact Brianna: 519.848.3620 ext 4242

Southgate Sideroad 41 / Sligo Road



## Arthur Barn Quilt Trail

**Self-Guided Tour**

September 23 - October 16

Over 60 local barn quilts (more being added) completed for Arthur's 150 Anniversary in 2022. For a map visit Facebook: @wcbgta Wellington County Barn Quilt Trail Association



## Arthur Downtown Murals

**Self-Guided Tour**

September 23 - October 16

Wander and view our many murals. Pioneer Mural (South end of Arthur); Jones Baseline Mural (corner of Charles & George); The North end murals celebrate the war effort. Be sure to visit the beautiful Arthur Cenotaph as well.



For more information please visit [SimplyExplore.ca](http://SimplyExplore.ca) or email [dsmall@wellington-north.com](mailto:dsmall@wellington-north.com)



# EMPLOYMENT OPPORTUNITIES

Looking for job opportunities in a vibrant, growing, rural community? Employment opportunities are abundant in the Saugeen Area and Saugeen Connects is here to help!

Our employers value skilled, dedicated employees who are keen to learn, and the Saugeen area welcomes newcomers through support in settlement services to help you and your family feel at home here.

Please contact a Saugeen Connects member or directly with the employers listed on the Saugeen Connects website; [www.saugeenconnects.com](http://www.saugeenconnects.com)

Royal Terrace  
Long Term and Residential Care

Edgewell  
PERSONAL CARE

revera

Golden Valley Farms Inc.

HDH  
HANOVER & DISTRICT HOSPITAL

MUSASHI

TOYODA GOSEI

WEST BROS FURNITURE

LARSEN & SHAW  
the hinge people

SOUTH BRUCE GREY HEALTH CENTRE  
CHESLEY | DURHAM | WINDSOR | WALKERTON

Saugeen Economic Development Corporation  
A Community Futures Development Corporation

**CONTACT US**

📍 515 Mill St, Neustadt ON

☎️ 519-799-5750    📠 1-877-335-7332

🌐 [sbdc.ca](http://sbdc.ca)    ✉️ [info@sbdc.ca](mailto:info@sbdc.ca)

# EDITORS COMMENTS

The Saugeen area remains steady during the first half of 2022. Most economic indicators broke through the year-over-year numbers. New vehicle sales, new build permits and average price of homes all continued to grow. Growth was also experienced through an increase in population for each of the 10 municipalities, suggesting a strong 2nd half of 2022 for the Saugeen Area.

The Saugeen Economic Development Corporation continues to offer the Business Resurgence Program as a free service providing local businesses tailored advice, consulting and mentorship. The Business Resurgence Program offers 6 different options. The program will run until March 31, 2023. If you know a business that could benefit from this free service or you own a business and would like to take part in the program, please visit the SEDC website to fill out an application or call Andrea Rowntree. 519-799-5750 ext 301.

## COVID-19 INDICATORS

**Real Estate Sales**  
Lower Unit Sales, Higher Prices

**New Motor Vehicle Sales**  
Vroom on

**Social Assistance**  
Post-Pandemic Increase

**Building Permits**  
Values Spike

**Unemployment**  
Return to Pre-Covid Numbers

**Population Growth**  
On The Rise

# THE SAUGEEN ECONOMY

Jan - Jun 2022



## Saugeen Economic Development Corporation in Partnership with the Regional Advisory Committee

A COMMUNITY FUTURES DEVELOPMENT CORPORATION

COVER IMAGE: MILD MAY, ONTARIO

Saugeen Economic Development Corporation  
A Community Futures Development Corporation

Saugeen Economic Development Corporation  
A Community Futures Development Corporation

## CONTACT US

📍 515 Mill St, Neustadt ON

☎️ 519-799-5750    📠 1-877-335-7332

🌐 [sbdc.ca](http://sbdc.ca)    ✉️ [info@sbdc.ca](mailto:info@sbdc.ca)



# Unemployment Saugeen

The average number of claimants comparable to pre-covid 2019/2020

At the end of June 2022, there were 440 claimants for unemployment insurance in the Saugeen catchment area - down 1570 or 257% from June 2021. By comparison, there was a 487% decrease Ontario-wide.



# Population Growth Saugeen

Population Changes

The Saugeen catchment area had a slight increase in population over the 5 year period between 2016 & 2021.

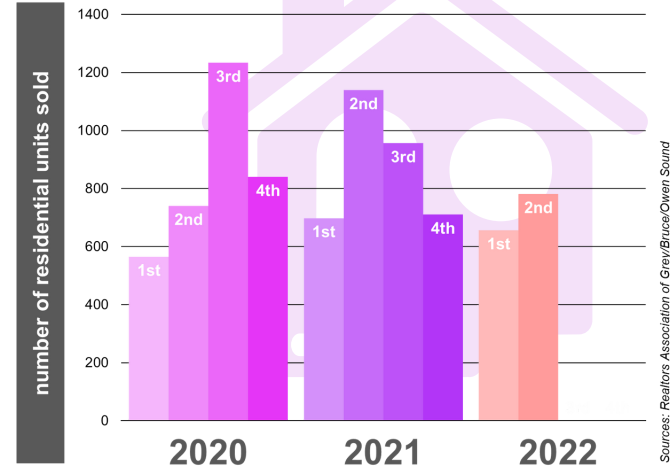
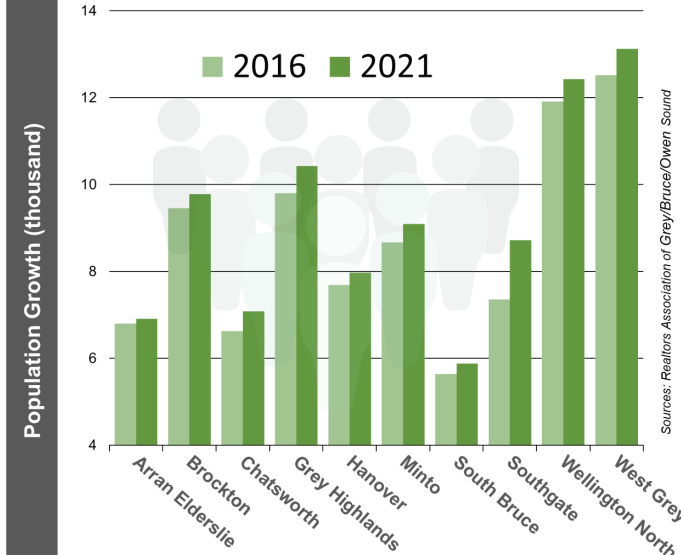
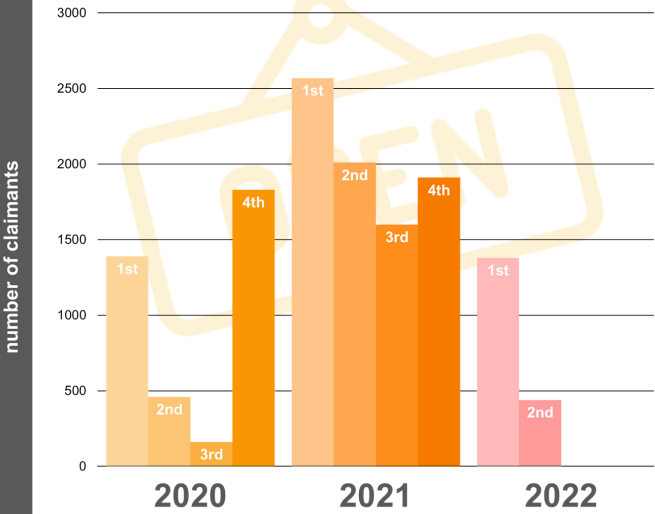
During that time, the area reported 91,410 residents or 5.7% increase in population.



# Real Estate Sales Grey/Bruce/Owen Sound 110

Average Price Higher Yet Again

In the first half of 2022, the number of homes sold totalled 1,437 units, down 28% from the same period in 2021. The average price of homes sold during the 1st half of 2022 was \$734,964 up 16% from the same time period in 2021. The total value of Agricultural properties sold between Jan and Jun of 2022 is \$68 million, down 21% from the same period in 2021.



NOTE: The information in this newsletter was deemed accurate at the time of printing. We have made every effort to ensure the accuracy of the contents of this document and accept no responsibility for errors or omissions.



# New Motor Vehicle Sales Saugeen

LOCAL SALES EDGE PROVINCE

In the 1st half of 2022, local sales were reported at 2,488 units versus 2,403 units in 2021. This represents an increase of 85 units or 3.5% in 2022. By comparison, Ontario-wide sales saw a 19,447 unit or 6% decrease over the same time period.



# Building Permits Saugeen

NUMBER OF PERMITS & VALUES ON THE RISE

The value of building permits issued at the end of the first half of 2022 was reported at \$332 million, Up \$40 million or 14% from the first half of 2021.

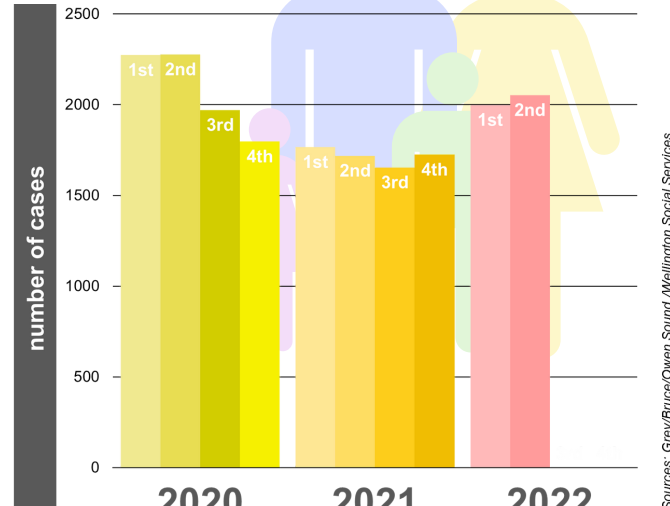
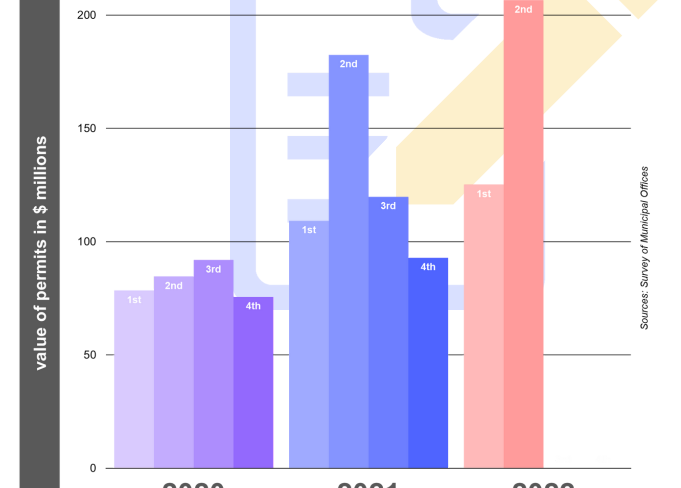
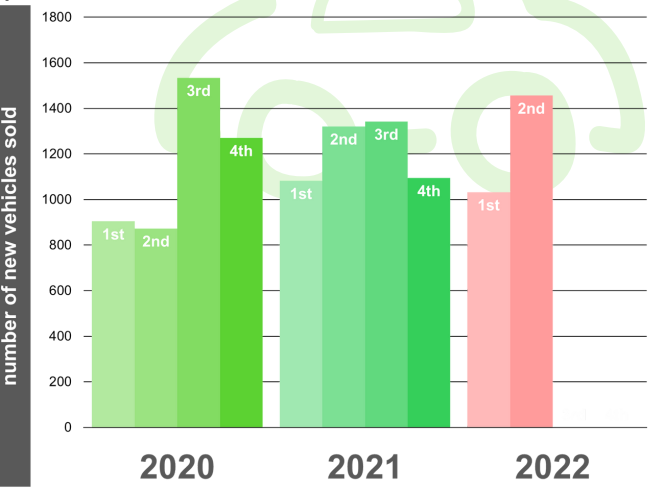


# Social Assistance Grey/Bruce/Owen Sound/ Wellington County\*

\*Not including the city of Guelph

CASELOADS CLIMB

In the first half of 2022, the average caseloads were reported as 2053. This represents a caseload increase of 334 or 19% when compared to the 1st half of 2021.



Sources: POLK Report, Survey of Municipal Offices, Grey/Bruce/Owen Sound/Wellington Social Services

9/07/22

**Township of Wellington North**  
**VENDOR CHEQUE REGISTER REPORT**  
**Payables Management**

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<b>Cheque Number</b>	<b>Vendor Cheque Name</b>	<b>Cheque Date</b>	<b>Cheque Amount</b>
78465	Allied Medical	8/24/22	\$1,611.15
78466	Arthur and District Chamber of	8/24/22	\$125.00
78467	Arthur Foodland	8/24/22	\$424.37
78468	Bell Mobility	8/24/22	\$1,099.26
78469		8/24/22	\$56.02
78470	Broadline Equipment Rental Ltd	8/24/22	\$644.46
78471		8/24/22	\$290.00
78472	Canadian Rink Services	8/24/22	\$3,187.74
78473	Chalmers Fuels Inc	8/24/22	\$1,536.17
78474	Chicken Thicka Farm	8/24/22	\$145.00
78475		8/24/22	\$174.12
78476	Cook School Bus Lines Ltd	8/24/22	\$1,447.53
78477	Eramosa Engineering Inc.	8/24/22	\$280.31
78478		8/24/22	\$300.00
78479	Firechek Protection Services I	8/24/22	\$1,116.60
78480		8/24/22	\$20.00
78481	Four Corners Quilters' Guild	8/24/22	\$800.00
78482	Grand River Glass Ltd	8/24/22	\$710.96
78483	Green Stream Lawn & Vegetation	8/24/22	\$27,525.08
78484		8/24/22	\$57.17
78485		8/24/22	\$40.00
78486	Kronos Canadian Systems Inc.	8/24/22	\$1,161.65
78487		8/24/22	\$85.00
78488		8/24/22	\$150.00
78489		8/24/22	\$300.00
78490	McGill Plumbing, Heating & Air	8/24/22	\$498.90
78491	James Meyer	8/24/22	\$1,243.00
78492	Mount Forest Foodland	8/24/22	\$109.25
78493		8/24/22	\$100.00
78494		8/24/22	\$30.00
78495	Alex Noble	8/24/22	\$2,237.40
78496	Park N Water Ltd.	8/24/22	\$164,637.97
78497	PepsiCo Beverages Canada	8/24/22	\$743.04
78498	Premier Equipment Ltd.	8/24/22	\$360.03
78499		8/24/22	\$10.00
78500		8/24/22	\$80.00
78501	Royal Bank Visa	8/24/22	\$2,502.96
78502		8/24/22	\$30.51
78503		8/24/22	\$132.70
78504	Stacey Palen Services	8/24/22	\$542.40



<b>Cheque Number</b>	<b>Vendor Cheque Name</b>	<b>Cheque Date</b>	<b>Cheque Amount</b>
78505	Telizon Inc.	8/24/22	\$741.11
78506	The Information Professionals	8/24/22	\$395.50
78507	Architects Tillmann Ruth Robin	8/24/22	\$4,378.75
78508	Turfline Small Engine Repairs	8/24/22	\$216.96
78509	Enbridge Gas Inc.	8/24/22	\$1,077.41
78510		8/24/22	\$300.00
78511		8/24/22	\$25.00
78512	Wightman Telecom Ltd.	8/24/22	\$842.74
EFT0003958	A J Stone Company Ltd.	8/24/22	\$1,278.04
EFT0003959	Arthur Home Hardware Building	8/24/22	\$1,086.26
EFT0003960	Artic Clear 1993 Inc.	8/24/22	\$51.00
EFT0003961		8/24/22	\$200.00
EFT0003962	BackSpace Computer	8/24/22	\$3,955.00
EFT0003963	Canadian Ramp	8/24/22	\$5,000.00
EFT0003964	CARQUEST Arthur Inc.	8/24/22	\$448.15
EFT0003965	Cedar Signs	8/24/22	\$299.17
EFT0003966	Clark Bros Contracting	8/24/22	\$1,028.30
EFT0003967	CMT Engineering Inc.	8/24/22	\$1,437.93
EFT0003968	Coffey Plumbing, Div. of KTS P	8/24/22	\$357.08
EFT0003969	Corporate Express Canada Inc.	8/24/22	\$1,446.59
EFT0003970	Cox Construction Limited Guelp	8/24/22	\$561,832.13
EFT0003971	County of Wellington	8/24/22	\$437.37
EFT0003972	Steve Cudney	8/24/22	\$150.00
EFT0003973	DeBoer's Farm Equipment Ltd.	8/24/22	\$217.84
EFT0003974	Decker's Tire Service	8/24/22	\$395.50
EFT0003975	Dewar Services	8/24/22	\$174.91
EFT0003976	Dominion Voting Systems Corpor	8/24/22	\$10,463.80
EFT0003977	Drexler Construction Limited	8/24/22	\$118,961.36
EFT0003978	Eric Cox Sanitation	8/24/22	\$234.79
EFT0003979	G & A Lock & Security	8/24/22	\$147.66
EFT0003980	H Bye Construction Limited	8/24/22	\$1,064.46
EFT0003981	Ideal Supply Inc.	8/24/22	\$99.88
EFT0003982	International Trade Specialist	8/24/22	\$367.18
EFT0003983	J.A. Porter Holdings (Lucknow)	8/24/22	\$1,808.06
EFT0003984	Joe Johnson Equipment Inc.	8/24/22	\$120.65
EFT0003985	KORE Mechanical Inc.	8/24/22	\$598.37
EFT0003986	Lange Bros.(Tavistock) Ltd	8/24/22	\$12,797.25
EFT0003987	Maple Lane Farm Service Inc.	8/24/22	\$167.38
EFT0003988		8/24/22	\$274.61
EFT0003989	North Wellington Co-op Service	8/24/22	\$505.11
EFT0003990	Officer's Auto Care Inc.	8/24/22	\$2,151.69
EFT0003991	PACKET WORKS	8/24/22	\$169.50
EFT0003992	Pollard Distribution Inc.	8/24/22	\$7,880.69
EFT0003993	Pryde Truck Service Ltd.	8/24/22	\$1,292.50
EFT0003994	Purolator Inc.	8/24/22	\$46.99
EFT0003995	Reeves Construction Ltd	8/24/22	\$2,260.00

<b>Cheque Number</b>	<b>Vendor Cheque Name</b>	<b>Cheque Date</b>	<b>Cheque Amount</b>
EFT0003996	ROBERTS FARM EQUIPMENT	8/24/22	\$1,485.75
EFT0003997	Rural Routes Pest Control Inc.	8/24/22	\$90.68
EFT0003998	SGS Canada Inc.	8/24/22	\$1,613.64
EFT0003999	Shred All Ltd.	8/24/22	\$131.08
EFT0004000	Suncor Energy Inc.	8/24/22	\$7,989.49
EFT0004001	Town of Minto	8/24/22	\$428.00
EFT0004002	Tri-Mech Inc.	8/24/22	\$561.43
EFT0004003	Triton Engineering Services	8/24/22	\$23,362.94
EFT0004004	Wellington Advertiser	8/24/22	\$874.62
EFT0004005	Wellington North Power	8/24/22	\$64,065.55
EFT0004006	Young's Home Hardware Bldg Cen	8/24/22	\$1,702.58
78513	Bluewater Chapter OBOA	8/31/22	\$240.00
78514	Bluewater Fire & Security	8/31/22	\$3,557.49
78515		8/31/22	\$1,900.00
78516		8/31/22	\$1,900.00
78517		8/31/22	\$1,900.00
78518		8/31/22	\$400.00
78519	DEVRY, SMITH, FRANK & WOITZIK	8/31/22	\$753.34
78520	Duncan, Linton LLP, Lawyers	8/31/22	\$3,035.98
78521		8/31/22	\$271.20
78522		8/31/22	\$60.00
78523	Grinham Architects	8/31/22	\$1,552.34
78524		8/31/22	\$400.00
78525	Hydro One Networks Inc.	8/31/22	\$2,685.69
78526	Manulife Financial	8/31/22	\$31,033.69
78527		8/31/22	\$87.88
78528		8/31/22	\$1,054.00
78529	Telizon Inc.	8/31/22	\$78.99
78530	The Booster Magazine	8/31/22	\$395.50
78531	The Information Professionals	8/31/22	\$395.50
78532	Twp of Wellington North	8/31/22	\$6,430.83
78533	Enbridge Gas Inc.	8/31/22	\$483.69
78534	UnitedCloud Inc.	8/31/22	\$2,779.80
78535	Wellington Catholic Dist Sch B	8/31/22	\$6,190.00
78536		8/31/22	\$400.00
78537		8/31/22	\$1,900.00
EFT0004007	Carson Supply	8/31/22	\$1,339.25
EFT0004008	County of Wellington	8/31/22	\$87,171.80
EFT0004009	Darroch Plumbing Ltd.	8/31/22	\$90.40
EFT0004010	FOSTER SERVICES/822498 ONT INC	8/31/22	\$2,118.75
EFT0004011		8/31/22	\$250.00
EFT0004012	Ideal Supply Inc.	8/31/22	\$31.06
EFT0004013	Industrial Alliance Insurance	8/31/22	\$155.77
EFT0004014		8/31/22	\$200.97
EFT0004015	PACKET WORKS	8/31/22	\$169.50
EFT0004016	REALTAX Inc.	8/31/22	\$3,164.00

<b>Cheque Number</b>	<b>Vendor Cheque Name</b>	<b>Cheque Date</b>	<b>Cheque Amount</b>
EFT0004017	Resurface Corporation	8/31/22	\$104,852.70
EFT0004018	ROBERTS FARM EQUIPMENT	8/31/22	\$296.74
EFT0004019	T&T Power Group	8/31/22	\$943.55
EFT0004020	Teviotdale Truck Service & Rep	8/31/22	\$4,236.08
EFT0004021	Upanup Studios Inc.	8/31/22	\$3,616.00
EFT0004022	Upper Grand Dist School Board	8/31/22	\$22,220.00
EFT0004023	Wellington Advertiser	8/31/22	\$1,913.66
EFT0004024	W. Schwindt & Sons Bldg Const	8/31/22	\$4,300.00
EFT0004025	Yake Electric Ltd	8/31/22	\$1,929.71
EFT0004026	Young's Home Hardware Bldg Cen	8/31/22	\$133.31
<b>Total Amount of Cheques:</b>			<b>\$1,377,055.35</b>



# Staff Report

**To:** Mayor and Members of Council  
Meeting of September 12, 2022

**From:** Farhad Hossain, Director of Finance / Treasurer  
Matthew Aston, Director of Operations

**Subject:** Report TR 2022-004 being a report on the proposed 2023 Budget Schedule

**RECOMMENDATION**

**THAT** Council of the Corporation of the Township of Wellington North receive Report TR 2022-004 being a report on the proposed 2023 Budget Schedule for information;

**AND FURTHER THAT** Council endorse the schedule proposed by staff as follows:

- End of September 2022 - Budget templates circulated to Senior Management Team
- October 2022 – Budget inputs provided to finance team for consolidation
- November-December 2022 - Budget Discussions between Senior Management Team Members and Director of Finance and Consolidated Budget Draft prepared for Senior Management review
- January 2023 - Staff presents proposed budget to Council
- February 2023 - Staff / Council presents revised budget to Public for Comment
- March 2023 - Staff / Council presents revised budget based with Public Consultation (if required), and 2023 Budget By-law passed;

**AND FURTHER THAT** Council endorse that staff will make best efforts to adhere to this schedule for the 2023 budget process.

**PREVIOUS PERTINENT REPORTS / BY-LAWS / RESOLUTIONS**

N/A

**BACKGROUND**

The purpose of this report is to define the proposed schedule for the completion of the 2023 annual budget (operating and capital). The authors believe that providing clarity around cadence, timing, and expectations to deliver a comprehensive, well-thought-out municipal budget for council consideration will alleviate uncertainty and allow for appropriate scheduling for both council and staff.

The proposed timeline is consistent with the township’s past budget timelines. The past five budgets were approved by the council as early as January and as late as April. For example, the current council’s first budget (FY2019) was approved by the council on February 27<sup>th</sup>, 2019.

Budget 2023 circumstances are unique compared to previous budgets. High inflation, staff turnover, and municipal election require the council and staff to take sufficient discussion time to deliver a practical and prudent budget. It is also worth noting that current inflationary pressures have not been seen in recent decades and these present real financial risks concerning the 2023 budget.

**FINANCIAL CONSIDERATIONS**

The annual Township Budget details the operational and capital expenditures of the corporation for the year. It is integral in setting the tax levy to be imposed upon businesses and residents of the Township to facilitate service delivery.

**ATTACHMENTS**

NA

**STRATEGIC PLAN 2019 – 2022**

Do the report’s recommendations align with our Strategic Areas of Focus?

- Yes
- No
- N/A

Which priority does this report support?

- Modernization and Efficiency
- Partnerships
- Municipal Infrastructure
- Alignment and Integration

<b>Prepared By:</b>	Farhad Hossain, Director of Finance	<i>Farhad Hossain</i>
<b>Recommended By:</b>	Matthew Aston, Director of Operations	<i>Matthew Aston</i>



# Staff Report

**To:** Mayor and Members of Council Meeting of September 12, 2022  
**From:** Matthew Aston, Director of Operations  
**Subject:** Report OPS 2022-023 being a report on the conceptual design of a new Operations Centre in Arthur

**RECOMMENDATION**

**THAT** Council of the Corporation of the Township of Wellington North receive Report OPS 2022-023 being a report on the conceptual design of a new Operations Centre in Arthur;

**AND FURTHER THAT** Council approve in principle the conceptual designs presented within this report;

**AND FURTHER THAT** Council directs staff to investigate and provide recommendations on purchasing a five acre parcel of land for the facility in the future and once the budget is approved.

**PREVIOUS PERTINENT REPORTS / BY-LAWS / RESOLUTIONS**

N/A

**BACKGROUND**

The Township is currently in need of infrastructure to support road maintenance operations and material storage related to the Arthur Works facility to allow for additional growth in the future.

To maximize efficiency, Township staff are considering building a new public works facility which would include works garage and office building and a sand/salt storage facility.

Township staff have been working with associates from Grinham Architects to develop some preliminary site plans and total area required for the future site and have attached a couple of conceptual designs which are being proposed for the new future site.

You will note the building layouts each contain the following:

- Office space for up to sixteen team members
- Locker rooms
- Break room
- Six large truck bays

- One wash bay

As part of the process two building and site layouts were prepared in order to provide flexibility at the time a parcel of land is sought. Staff are satisfied that either layout would be appropriate and provide the Township with much needed capacity for well into the future.

**FINANCIAL CONSIDERATIONS**

2022 approved capital budget for this project was \$25,000. At time of writing, actual invoices from Grinham have not been received. There has been no high-level cost estimate developed for this project at this point in time.

**ATTACHMENTS**

- Schedule A – Proposed Building Layout – Option 1
- Schedule B – Proposed Building Layout – Option 2
- Schedule C – Proposed Site Layouts

**STRATEGIC PLAN 2019 – 2022**

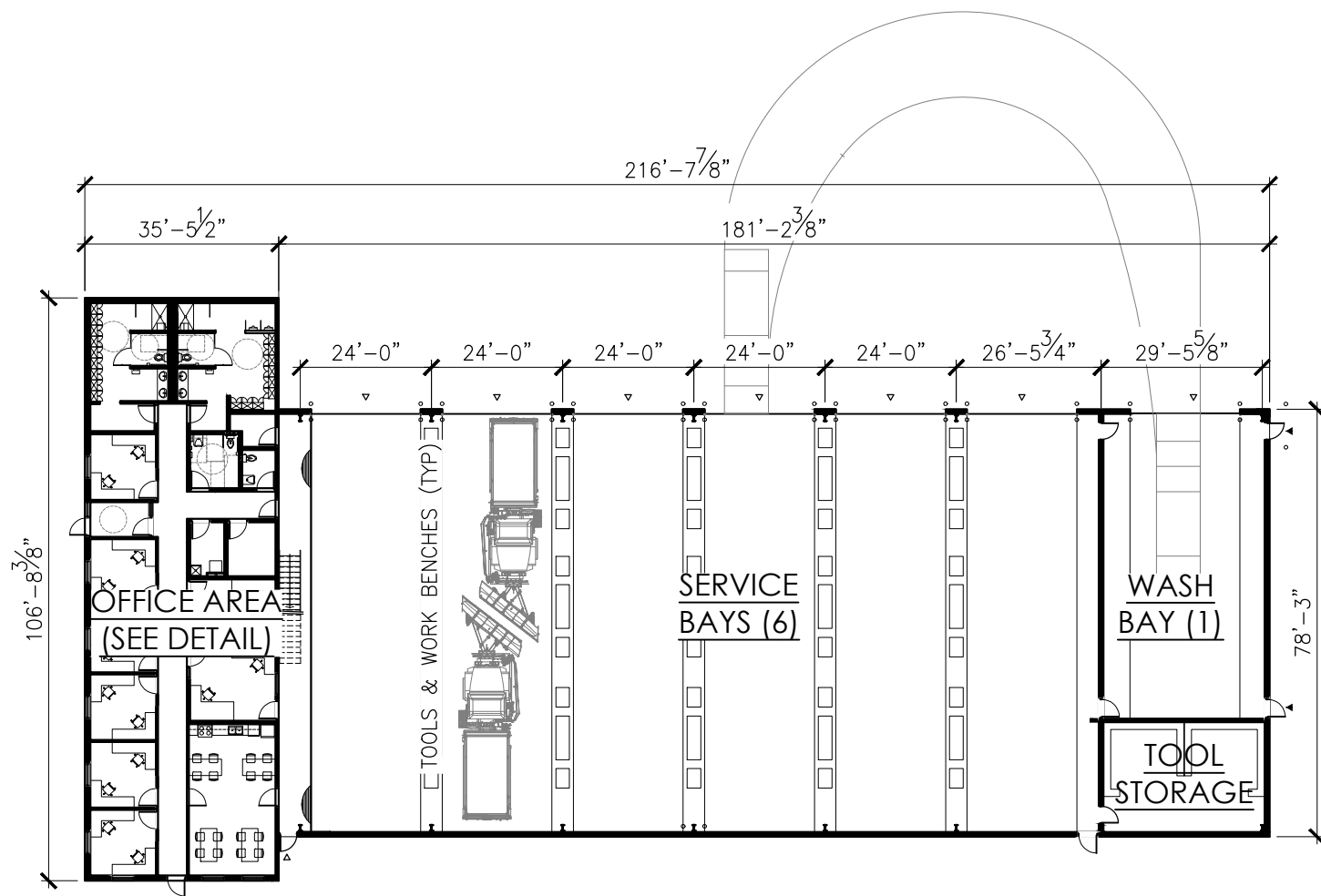
Do the report’s recommendations align with our Strategic Areas of Focus?

- Yes
  No
  N/A

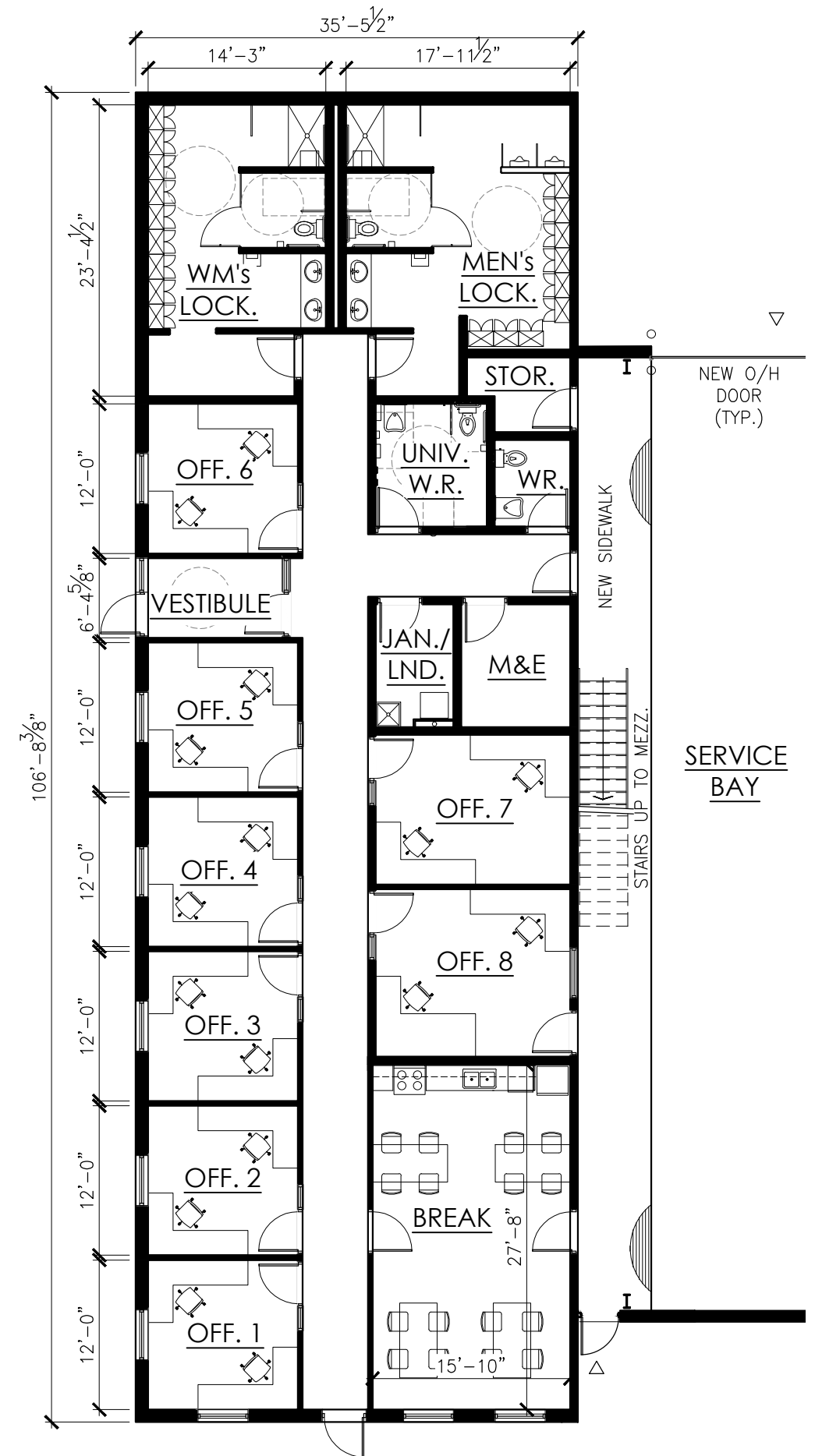
Which priority does this report support?

- Modernization and Efficiency
  Partnerships  
 Municipal Infrastructure
  Alignment and Integration

<b>Prepared By:</b>	Dale Clark, Manager, Transportation Services	<i>Dale Clark</i>
<b>Recommended By:</b>	Matthew Aston, Director of Operations	<i>Matthew Aston</i>

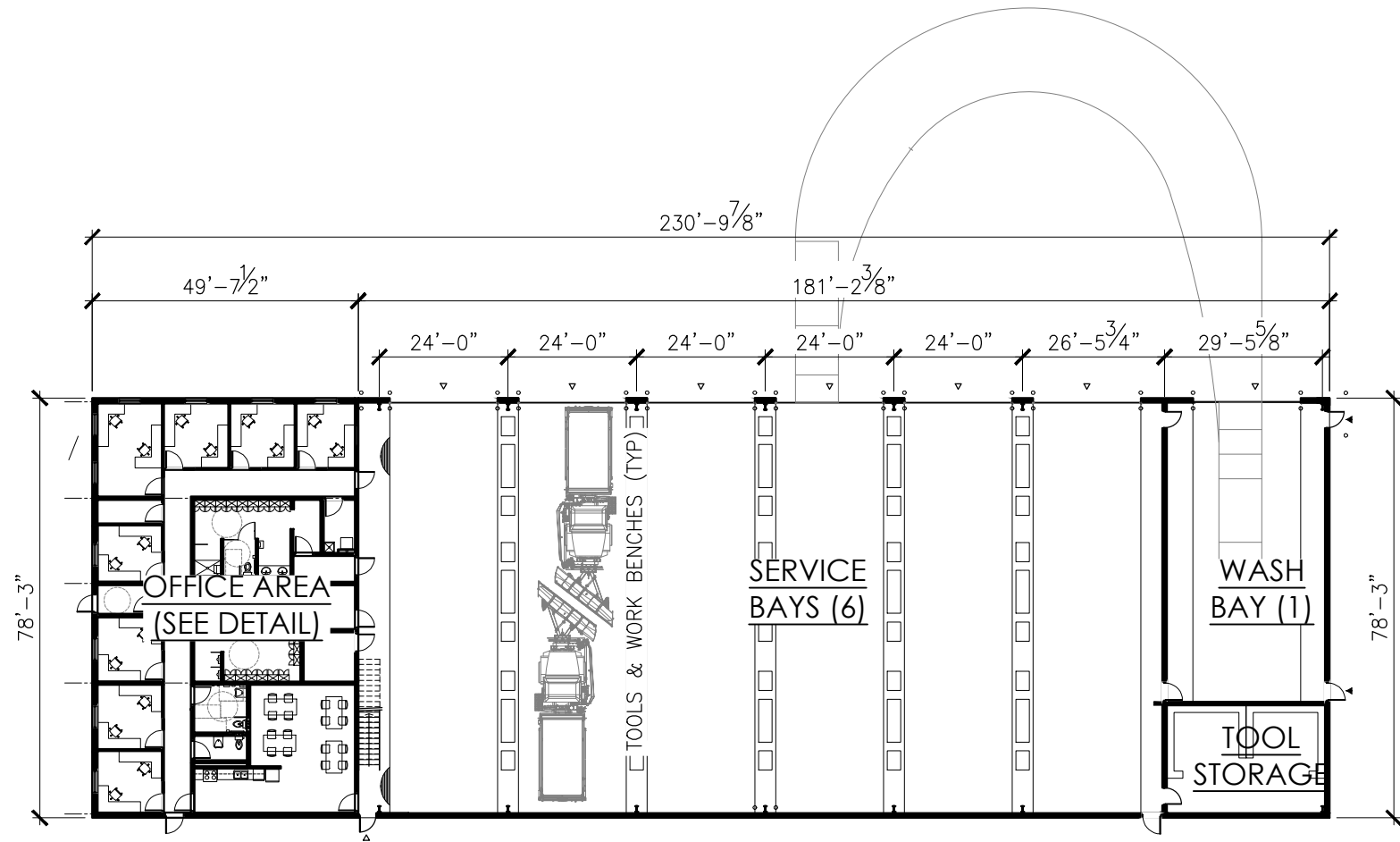


MAIN FLOOR PLAN (OVERALL)

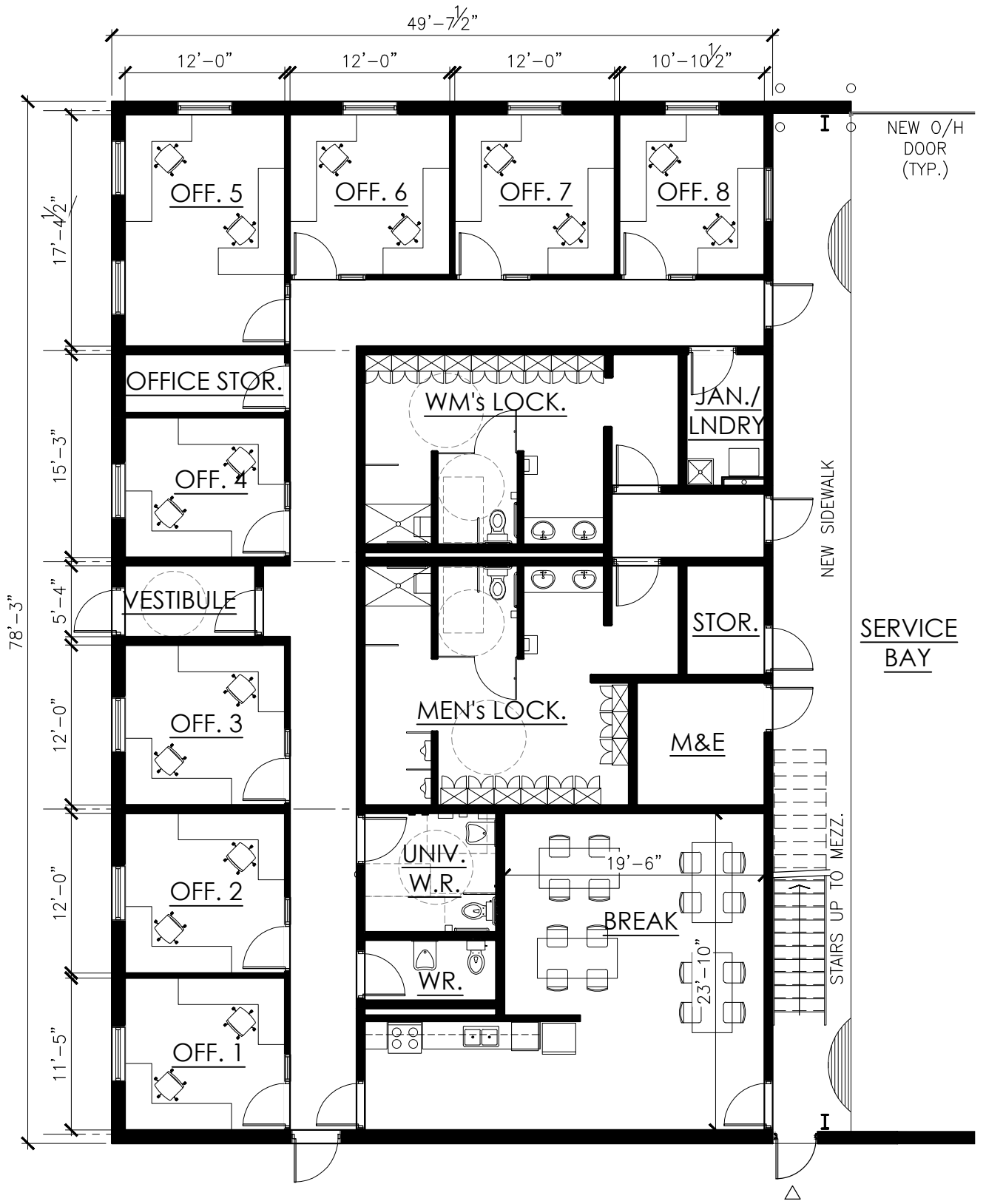


DETAIL FLOOR PLAN (OFFICE BLOCK)



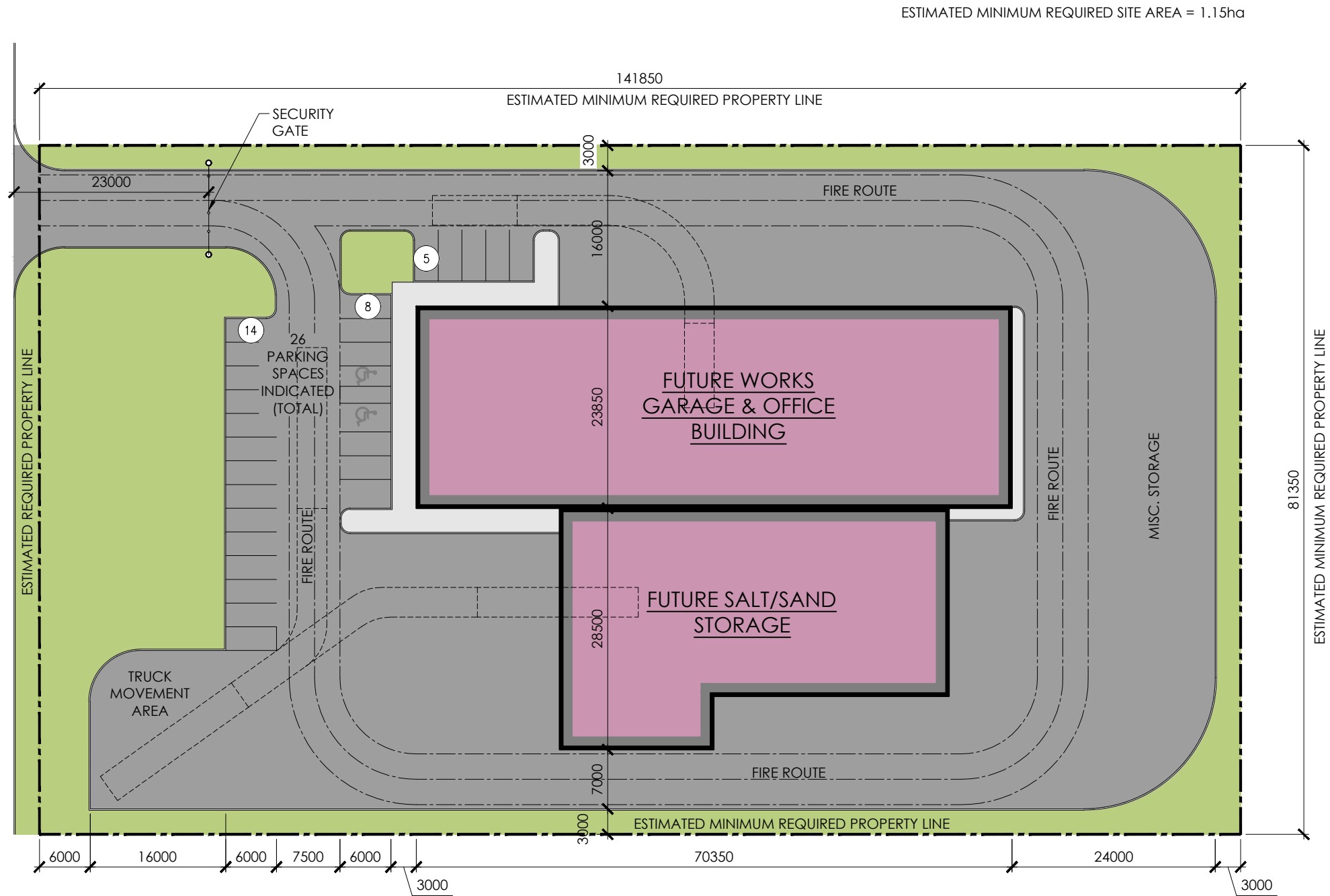


MAIN FLOOR PLAN (OVERALL)

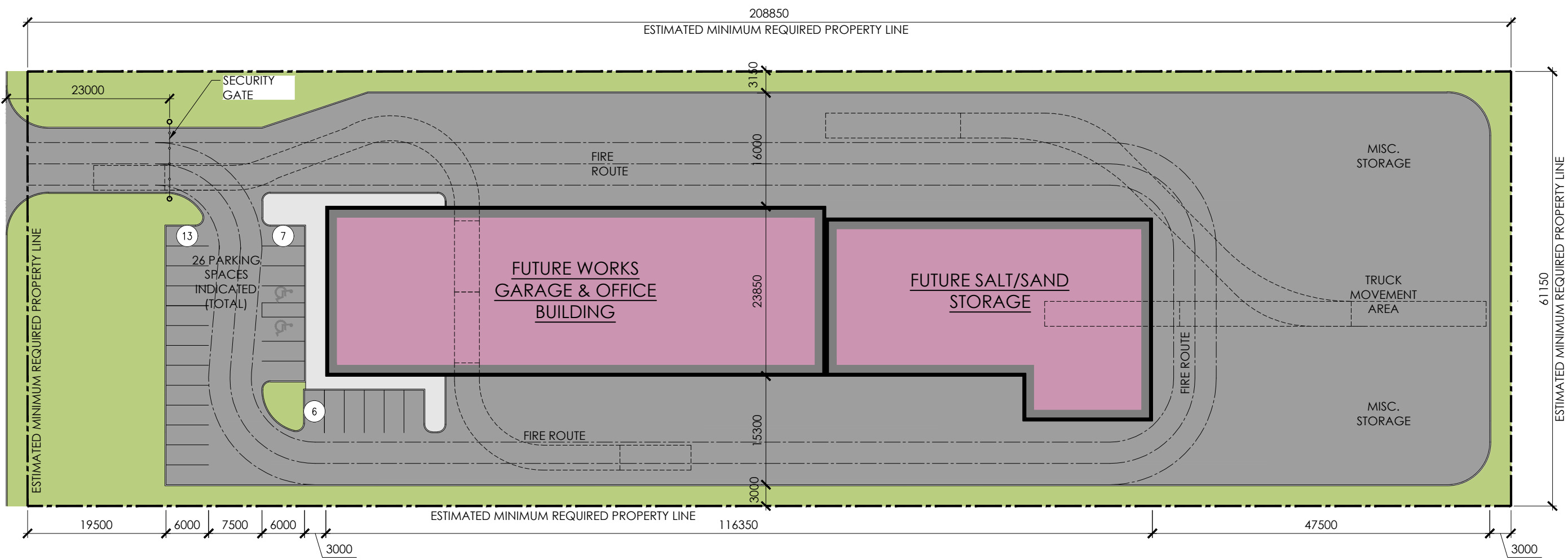


DETAIL FLOOR PLAN (OFFICE BLOCK)

ROAD T.B.D.



FUTURE W.N. WORKS GARAGE



ESTIMATED MINIMUM REQUIRED SITE AREA = 1.28ha

FUTURE W.N. WORKS GARAGE



# Staff Report

**To:** Mayor and Members of Council Meeting of September 12, 2022  
**From:** Matthew Aston, Director of Operations  
**Subject:** Report OPS 2022-025 being a report on the 2021-2022 Annual Performance Report for the Arthur Wastewater Treatment Plant

**RECOMMENDATION**

**THAT** Council of the Corporation of the Township of Wellington North receive Report OPS 2022-023 being a report on the 2021-2022 Annual Performance Report for the Arthur Wastewater Treatment Plant;

**AND FURTHER THAT** Council direct staff to publish the report on the Township’s website.

**PREVIOUS PERTINENT REPORTS / BY-LAWS / RESOLUTIONS**

N/A

**BACKGROUND**

Township is obligated to submit an annual performance report for our wastewater treatment plant (WWTP) facilities to the Ministry of Environment, Conservation and Parks (MECP) as specified within the plant’s Environment Compliance Approval (ECA) document. As the Ontario Clean Water Agency (OCWA), maintains and operates the Township’s wastewater treatment facilities, as part of their contract they are responsible for preparing this report and submitting it to the MECP on behalf of the Township.

The attached report details the operations and maintenance activities that occurred at the Arthur WWTP during the period April 1, 2021 to March 31, 2022. The most important consideration when reviewing this report is that the Arthur WWTP was 100% compliant with Township’s current ECA and the Arthur WWTP experience no by-passes.

**FINANCIAL CONSIDERATIONS**

The Township paid OCWA \$238,412 to operate and maintain the Arthur WWTP in 2021. This amount is exclusive of budget spent on capital works related to the Arthur WWTP.

**ATTACHMENTS**

Schedule A – 2021/2022 Annual Performance Report – Arthur Wastewater Treatment Plant

**STRATEGIC PLAN 2019 – 2022**

Do the report's recommendations align with our Strategic Areas of Focus?

Yes

No

N/A

Which priority does this report support?

Modernization and Efficiency

Partnerships

Municipal Infrastructure

Alignment and Integration

**Prepared By:** Matthew Aston, Director of Operations

*Matthew Aston*

**Recommended By:** Matthew Aston, Director of Operations

*Matthew Aston*

# 2021/2022 ANNUAL PERFORMANCE REPORT

ARTHUR WASTEWATER  
TREATMENT PLANT



For the period of  
October 1<sup>st</sup>, 2021 to May 31<sup>st</sup>, 2022

Prepared for the Township of Wellington North by the Ontario Clean Water Agency



**ONTARIO CLEAN WATER AGENCY**  
**AGENCE ONTARIENNE DES EAUX**



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**Appendix A:** Performance Assessment Report

**Appendix B:** Sampling Schedule

**Appendix C:** Golden Valley Farms – Laboratory Analysis Summary

**Appendix D:** Calibration Reports

**Appendix E:** Sludge Quality Analysis

**Appendix F:** Daily Streamflow Measurements

**Appendix G:** Grand River Conservation Authority Discharge Measurements and TAN Concentrations

## **1. System Description**

### **Phase 1 – Substantial completion December 2020**

#### **Sanitary Sewage Pumping Stations**

##### **Frederick Street Pumping Station and Forcemain**

Upgrade to the existing Frederick Street Pumping Station having a firm capacity of 110 L/s, located at 176 Frederick Street West, comprising;

- Construction of a new wet well having dimension of 5.5m x 5.3m x 7.2m, having an active storage volume of 90 m<sup>3</sup>, equipped with three variable speed controlled sewage pumps, two for duty and one for standby, each with a rated capacity of 55 L/s under 30m TDH, discharging through a common header to Arthur Wastewater Treatment Plant through an existing 755m long 250mm diameter forcemain, complete with a MCC, a new PLC based control system, high level floats and alarms;
- Conversion of existing wet well in to a bypass chamber, complete with one (1) sewage drain pump, located in the existing wet well, with a capacity of 10 L/s under 8m TDH, receiving sewage overflow from the inlet sewer under extreme flow events with an Emergency Overflow to the Conestogo River;

##### **Arthur Wastewater Treatment Plant (WWTP)**

Equalization Tank (to be upgraded to Extended Aeration Plant B during Phase 2)

- Construction of the equalization tank 1 (to be used as the future secondary treatment/extended aeration tank during Phase 2), having a total capacity of 2,100 m<sup>3</sup>, and operated in a manner to allow the flows entering the secondary treatment in Phase 1 to be reduced to 5,270 m<sup>3</sup>/d, comprising of two cells and a central future secondary clarifier tank, receiving diverted peak flow through a weir located in the headworks building outlet pipe under peak flow conditions, complete with a sewer line connecting a new hopper adjacent to the existing Headworks to a new Headworks channel upstream of Plant B;
- One (1) submersible drain pump, to be located in a precast manhole (to be converted to a scum collection pit and transfer pump in Phase 2), connected to the equalization tank, with a capacity of 10 L/s under a TDH of 8m, discharging to Headworks channel;

#### **Secondary Treatment System**

##### **Biological Treatment**

##### **Aeration Blowers (for future use in Plant B/Treatment Train B in Phase 2)**



- Three (3) variable speed controlled blowers (one standby), each with a capacity of 944 m<sup>3</sup>/h, with a common discharge line connected to the existing aeration system and tie-in to future secondary treatment plant;

#### **Return Activated Sludge (RAS) and Waste Activated Sludge (WAS) pumping system**

- Two (2) variable speed controlled RAS and WAS pumps (one standby), to be located in the existing RAS and WAS hopper, with a capacity of 20.9 L/s;
- Flow meter for RAS lines to each aeration tank and WAS transfer line to Aerobic digesters;

#### **Supplementary Treatment Systems Phosphorous Removal (Alum)**

- Four (4) variable speed dosing pumps, three for duty and one for standby, each having a capacity of 5.5 L/hr under a TDH of 50 psi; One of the pumps providing flexibility for secondary injection point prior to filters and remaining two duty pumps dedicated to two primary injection points upstream of the existing and New clarifier Plant A and Plant B;

#### **Sludge Management System Sludge Digestion**

- Replacement of existing blowers with two (2) blowers, one for duty and one for standby, each having a rated capacity of 540 m<sup>3</sup>/h at 45 kPa, discharging through a common discharge line to the existing aeration system of digesters and sludge holding tanks;
- Installation of flow metering for on the existing discharge line of sludge pumps;
- Installation of Pump and barrel decanting system in the secondary digester;

#### **Secondary Effluent Holding Ponds (Offsite Lagoon)**

##### **Lagoon Level Monitoring through SCADA and Valve Replacement**

- Installation of a solar powered lagoon level monitoring system integrated with the existing SCADA system to monitor existing and new processes at the Arthur WWTP;

### **Existing Works**

#### **Sanitary Sewers**

Sanitary sewers located on Wells Street, from approximately 150 South of Highway No. 6 to Wells Street Pumping Station;

#### **Sanitary Sewage Pumping Stations**

##### **Wells Street Pumping Station and Forcemain**

Wells Street Pumping Station located at Wells Street approximately 675 m South of Highway No. 6, and a forcemain, consisting of;

- an oversized reinforced concrete wet well with a liquid retention volume of approximately 120 m<sup>3</sup>;
- two submersible sewage pumps, one as standby, each rated at 16 L/s at 31 m TDH;
- weatherproof control panel mounted outside the wet well;
- 150 mm diameter forcemain from the pumping station to the existing forcemain at Wells Street approximately 150 m South of Highway No. 6;
- three (3) flushing connections constructed on the discharge forcemain from the Wells Street Sewage Pumping Station on Wells Street;

##### **Frederick Street Pumping Station and Forcemain**

Frederick Street sewage pumping station located at 176 Frederick Street West, consisting of;

- one (1) reinforced concrete wet well measuring approximately 5.3m x 5.3m x 6.2 m deep;
- two (2) submersible pumps with variable speed drives, one (1) as standby, each rated at a maximum flow of 58.4 L/s against 14 m TDH;
- one (1) 60 kW standby diesel generator set complete with a 450 L fuel tank, installed in an adjoining building measuring approximately 6.0 m x 4.6 m in plan;
- mechanical ventilation system;
- wet well of the existing pumping station retained as an overflow chamber;
- two (2) 250mm diameter forcemains, in easement, from the pumping station to the sewage treatment plant;

#### **Inlet Works Inlet Sewers**

- 450 mm diameter sanitary sewer in Preston Street from Smith Street to the sewage treatment plant;

#### **Biological Treatment**

Aeration Tank and Air Diffusion System (Existing Treatment Train A)

A two (2) cell annular ring type aeration tank with a total liquid storage volume of 1,073 m<sup>3</sup> to provide a minimum hydraulic retention time of 17.5 hours at the average flow of 1,465 m<sup>3</sup> /d, complete with two (2) fine bubble aeration systems for two (2) biological treatment aeration tanks including all in-tank piping, diffusers and all other appurtenances necessary to complete the aeration systems of an extended aeration process, having;

- Aeration cell No. 1 - 27.95 m effective length (centreline of annulus) x 4.65 m width x 4.18 m SWD;
- Aeration cell No. 2 - 27.26 effective length (centreline of annulus) x 4.65 m width x 4.18 m SWD
- Flow meters on return activated sludge piping to each of the aeration tanks, including associated appurtenances;

#### **Final Clarifier (Existing Treatment Train A)**

One (1) 13.5 m diameter centre inlet clarifier with 3.8 m SWD, having a maximum surface settling rate of 0.41 L/m<sup>3</sup> .s and a weir loading of approximately 1.38 L/m.s at a peak flow of 5,045 m<sup>3</sup> /d and equipped with;

- sludge collector mechanism including a centre support column, collector arms, gear assembly, drive unit and other accessories;
- inlet well;
- scum skimming mechanism;

#### **Return Sludge and Waste Sludge Pumping**

Return Sludge and waste sludge pumping system consisting of;

- one (1) sludge hopper with liquid volume of approximately 50 m<sup>3</sup>;
- two (2) variable speed submersible sludge pumps, each rated at a maximum capacity of 34 L/s for pumping either return sludge to the aeration cells or waste sludge to the digester;

#### **Supplementary Treatment Systems**

##### **Phosphorus Removal**

Chemical storage and feeding facilities including;

- one (1), twenty three (23) m<sup>3</sup> double FRP shell insulated tank furnished with
- heating taps, to be installed outside in a concrete spill containment structure, for the storage of liquid alum or ferric chloride;

- two (2) metering pumps, one as a standby, each having a minimum rated output of 250 L/d, with at least 10:1 turndown capability to be installed in a chemical room;
- one (1) 450 L plastic “day tank” in the Chemical room;

### Post-Secondary Treatment System

Effluent Filters (serving existing Plant A and future Plant B) Effluent filter system consisting of;

- one (1), six (6) continuous backwash, upflow, deep bed (1000 mm) granular media filter modules with total filtration area of 27.9 m<sup>2</sup> and a loading rate of 9.7 m/h when treating a peak flow of 6,500 m<sup>3</sup>/d;
- six (6) air lift/filtrate dispersion modules;
- two (2) air compressors, each having a capacity of 38 L/s (standard) at 690 kpa pressure, mounted on approximately 300 L air receiver tank;
- two (2) wash water reject pumps, one (1) installed and one (1) kept on site as standby, each rated at 6.1 L/s against 3.5m TDH;
- filter bypass to the disinfection basin, to allow the effluent to bypass the filters and overflow (over the stop gate) to the disinfection basin when flows exceed 65 L/s;

### Sludge Management System

#### Sludge Digestion and Storage

Sludge digestion and storage facilities consisting of;

- One (1) primary aerobic digester tank measuring approximately 9.4 m x 6.5 m x 5.0 m SWD;
- One (1) secondary aerobic digester tank measuring approximately 5.0 m x 6.5 m x 5.0 m SWD;
- Four (4) sludge storage tanks, each measuring approximately 6.0 m x 5.0 m x 5.0 m SWD;

Coarse bubble air diffusion system including:

- air header with approximately 48 diffusers in the primary digester tank;
- air header with approximately 24 diffusers in the secondary digester tank;
- air header with approximately 36 diffusers in each of the sludge storage tanks;
- two (2) blowers, each rated at 150 L/s against 45 kPa discharge pressure at standard conditions to supply air to the digesters and sludge storage tanks;
- two (2) horizontally mounted end suction sludge transfer pumps, each rated at 38 L/s against 12 m TDH;
- two (2) horizontally mounted digester supernatant pumps, each rated at 7.5 L/s against 6 m TDH;
- one (1) submersible decant pump assembly rated at 6 L/s against 4 m TDH for installation in secondary digester;
- three (3) submersible non-clog mechanical mixers, guide rail mounted, two (2) in the primary digester and one (1) in the secondary digester, each having a minimum motor power of 1.1 kW;
- four (4) submersible non-clog mechanical mixers, guide rail mounted, one (1) in each sludge storage tank, with a minimum motor power of 2.4 kW each;

### Disinfection

Ultraviolet irradiation system sized to treat a peak flow of 6,500 m<sup>3</sup>/d and including;

- one (1) flow channel measuring approximately 7.9 m long x 0.5 m wide x 0.9 m deep;
- two (2) banks of ultraviolet lamps in series, each bank containing 8 modules with 4 lamps per module, providing a dose of approximately 25.9 watts. sec/cm<sup>2</sup> at 65 percent transmission;
- one (1) automatic level controller to maintain an average liquid depth of 250 mm in the flow channel;
- power control modules, control panels and other accessories;

### **Utility Buildings**

Utility Buildings at the sewage treatment plant site consisting of;

- one (1) administration and control building accommodating an office, a laboratory, a lunch room, a workshop/garage, a generator room, a washroom, a storage room, a mechanical room, a blower room to house the aeration blowers and air compressors and a pump room to house the effluent pumps;
- one (1) filter building to house the effluent filters, ultraviolet disinfection facilities and the Parshall flume;

### **Parshall flume**

- One (1) sludge treatment building containing a blower room to house sludge digester and sludge storage tank blowers, and a pump room to house the sludge transfer pumps and the supernatant pumps;

### **Final Effluent Pumping, Storage and Disposal Facilities**

Effluent Pumps

Effluent pumping systems consisting of;

- two (2) centrifugal submersible pumps installed in the effluent trough, each rated at 6 L/s against 61 m TDH to supply utility and lawn water at the plant;
- two (2) horizontal split case pumps, installed in the effluent pump room, each rated at 58.5 L/s against 64 m TDH to pump the effluent outside the approved discharge period, from the plant to Holding Ponds;
- one (1) wet well measuring approximately 7.8 m x 2.6 m x 1.7 m SWD for the horizontal split case pumps;
- one (1) magnetic flow meter and accessories to monitor and record the quantity of effluent pumped to the Holding Ponds;

### **Holding Ponds (Secondary Effluent Storage Facilities)**

Holding Ponds consisting of;

- Three (3) Sewage lagoons having volumes of 133,300 m<sup>3</sup>, 87,200 m<sup>3</sup>, and 122,500 m<sup>3</sup>, for a total storage volume of 343,000 m<sup>3</sup> including the structures and piping so that the lagoons can be used as effluent Holding Ponds;
- a reinforced concrete flow distribution structure;

### **Stream Gauging Station**

- Conestogo River at Arthur hydrometric station (17T 536350E 4853113N) near the outfall to monitor and record flow in Conestogo River;

### **Outfall Sewer**

- 400 mm diameter outfall sewer from the sewage treatment plant to Conestogo River; including all other mechanical system, electrical system, instrumentation and control system, standby power system, piping, pumps, valves and appurtenances essential for the proper, safe and reliable operation of the Works in accordance with this Approval, in the context of process performance and general principles of wastewater engineering only;

An overview of the Arthur Wastewater Treatment System can be found in the following table:

**Table 1:** Arthur WWTP System Overview

Facility Name	Arthur Wastewater Treatment Plant
Facility Type	Extended Aeration, Sand Filtration, Chemical Phosphorus Removal, and UV Treatment
Plant Classification	III
Works Number	110000882
Rated Capacity	1,860 m <sup>3</sup> /d
Discharge Point	Conestogo River
Environmental Compliance Approval	7654-BEMKVD (September 10, 2019)

## 2. Monitoring Data Influent

ECA 7654-BEMKVD, Section 13 (4)(a):

*“a summary and interpretation of all Influent, Processed Organic Waste monitoring data, and a review of the historical trend of the sewage characteristics and flow rates;”*

### 2.1 Monitoring Program Influent

The following tables outline the monitoring programs at the Arthur Wastewater Treatment Plant (WWTP) as required by the ECA that was issued for the reporting period. There are additional in-house samples taken and analyzed in-house throughout the year in order to help with process performance monitoring, adjustment, and optimization. The parameters were analyzed by an accredited analytical laboratory (SGS Canada Inc., Lakefield, Ontario).

**Table 2:** Influent Monitoring Program – Discharge of Inlet Sewer

Parameters	Sample Type	Frequency
Biochemical Oxygen Demand (BOD <sub>5</sub> )	24-hour Composite	Monthly
Total Suspended Solids (TSS)	24-hour Composite	Monthly
Total Phosphorous (TP)	24-hour Composite	Monthly
Total Kjeldahl Nitrogen (TKN)	24-hour Composite	Monthly

## 2.2 Sewage Characteristics

A summary of the influent laboratory results can be seen in the following tables:

**Table 3:** Influent Laboratory Analysis – Discharge of Inlet Sewer

Month & Year	BOD <sub>5</sub> (mg/L)	TSS (mg/L)	TP (mg/L)	TKN (mg/L)
October 2021	269.00	285.00	6.97	32.40
November 2021	238.00	244.00	5.06	27.80
December 2021	229.00	203.00	5.70	22.70
January 2022	220.00	127.00	5.09	43.90
February 2022	262.00	209.00	6.03	40.00
March 2022	128.00	159.00	3.78	34.60
April 2022	143.00	198.00	3.80	21.80
May 2022	222.00	153.00	3.62	26.10
<b>Annual Average</b>	<b>213.88</b>	<b>197.25</b>	<b>5.01</b>	<b>31.16</b>

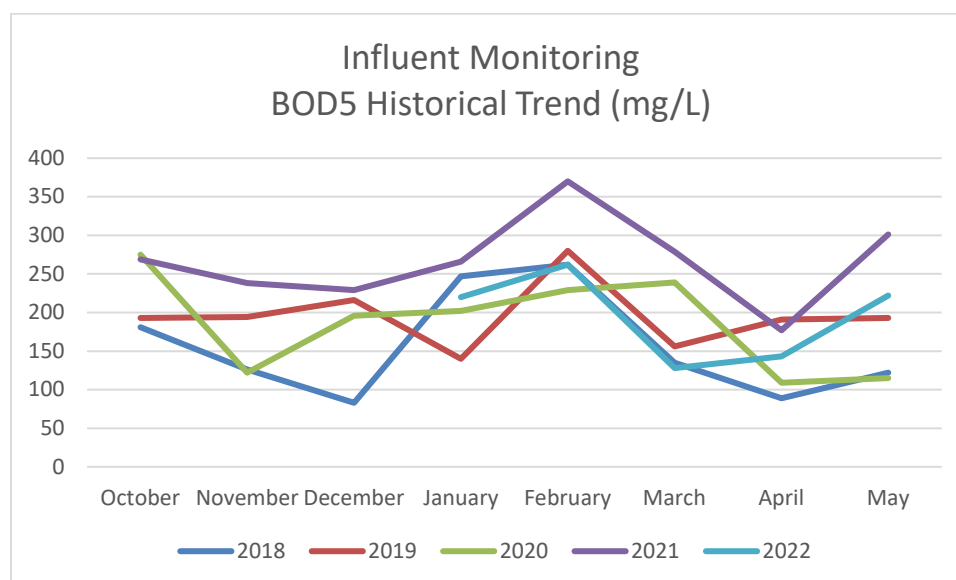
Inlet Sewer laboratory analysis throughout this reporting period averaged a Biochemical Oxygen Demand concentration of 213.88 mg/L, a Total Suspended Solids (TSS) concentration of 197.25 mg/L, a Total Phosphorus (TP) concentration of 5.01 mg/L and a Total Kjeldahl Nitrogen concentration of 31.16 mg/L.

## 2.3 Historical Trend of Sewage Characteristics

A review of historical trend of the influent sewage characteristics are shown below in the following graphs 1-4:

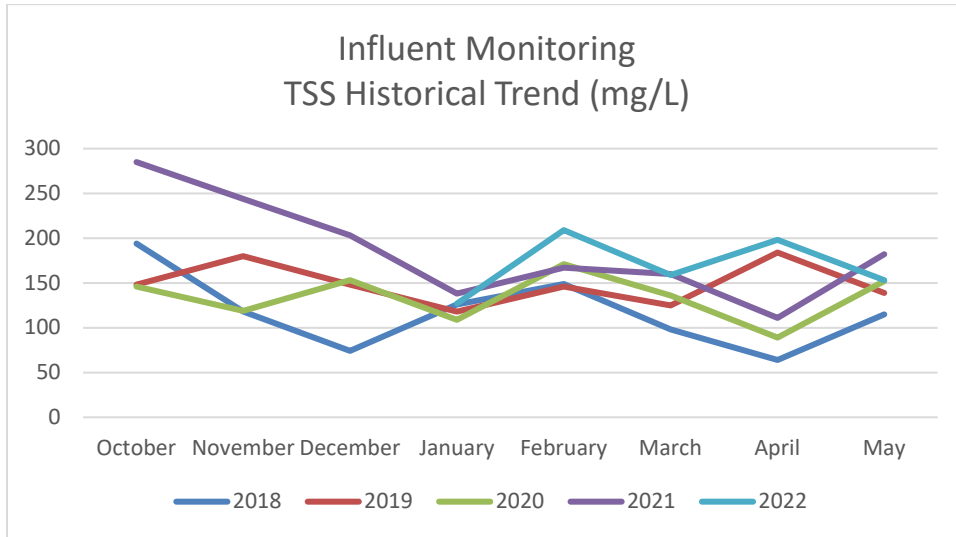
The below graph shows historical raw Biochemical Oxygen Demand (BOD<sub>5</sub>) trending from 2018 to 2022. A review of the trends from the last 5 years for BOD<sub>5</sub> shows that the average BOD<sub>5</sub> concentration in the raw sewage has fluctuated year per year.

**Graph 1:** BOD5 Historical Trending Laboratory Results (Influent) – Discharge of Inlet Sewer



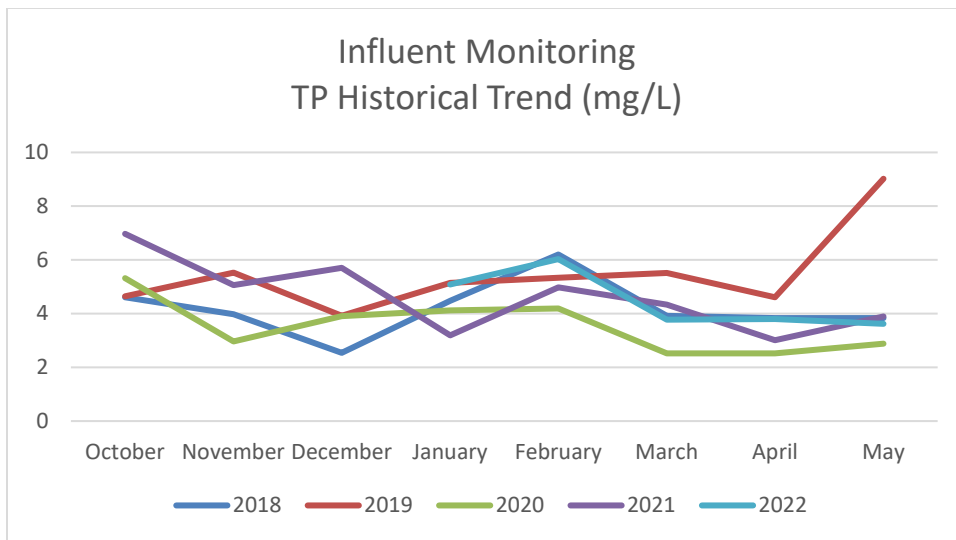
The below graph shows the historical raw Total Suspended Solids trending from 2018 to 2022. A review of the trends from the last 5 years for TSS has shown similar concentrations to previous years.

**Graph 2:** TSS Historical Trending Laboratory Results (Influent) – Discharge of Inlet Sewer



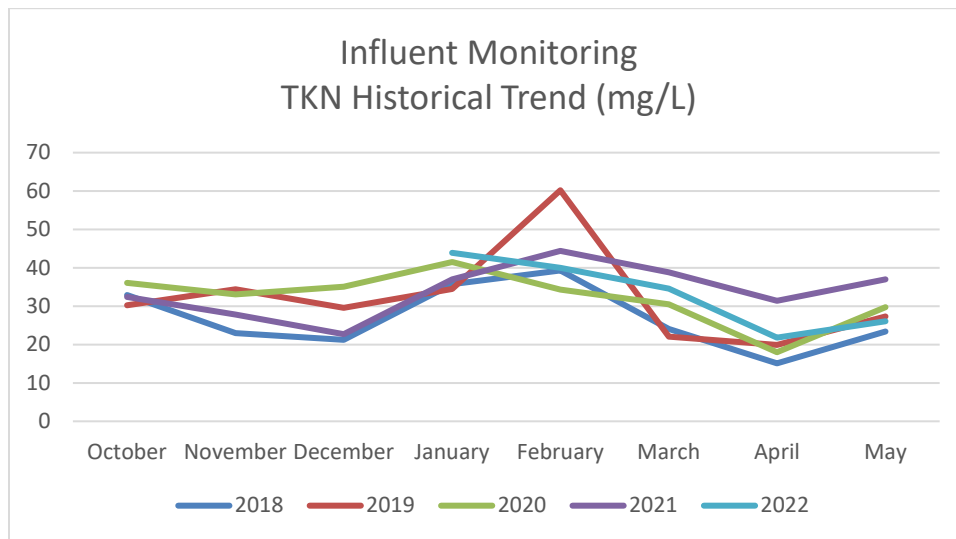
The below graph shows the historical raw Total Phosphorus trending from 2018 to 2022. A review of the trends from the last 5 years for TP has shown similar concentrations to previous years.

**Graph 3:** TP Historical Trending Laboratory Results (Influent) – Discharge of Inlet Sewer



The below graph shows the historical raw Total Kjeldahl Nitrogen trending from 2018 to 2022. A review of the trends from the last 5 years for TP has shown similar concentrations to previous years.

**Graph 4:** TKN Historical Trending Laboratory Results (Influent) – Discharge of Inlet Sewer



## 2.4 Influent Flows

A summary of Influent Flows during the reporting period is included in the following table:

**Table 4:** Influent Flows

Month	Average Daily Flow (m <sup>3</sup> /day)	Peak Flow (m <sup>3</sup> /day)	Total Flow (m <sup>3</sup> )
October 2021	1223.19	2052.00	37919.00
November 2021	1340.15	1793.00	40204.48
December 2021	1608.58	2452.00	49866.00
January 2022	1162.13	1660.00	36026.00
February 2022	1467.68	3855.00	41095.00
March 2022	2061.56	3381.90	63908.50
April 2022	1505.14	2120.80	45154.20
May 2022	1200.89	1816.30	37227.60
<b>Annual Average</b>	<b>1446.09</b>	-	-
<b>Annual Max</b>	-	<b>3855.00</b>	-
<b>Annual Total</b>	-	-	<b>351400.78</b>

\*Influent flow is calculated based on River Discharge Flow along with Lagoon Flow as there is no Raw Flow Meter

The average daily flow for the reporting period was 1,446.09 m<sup>3</sup>, which is approximately 77.75% of the specified design flow of 1,860.00 m<sup>3</sup>/day. The highest recorded Monthly Average Daily Flow was in February at 3,855.00 m<sup>3</sup> and was due to heavy rain and increased inflows from the seasonal melt. The total precipitation for February was highest for the reporting period based on data from Environment Canada.



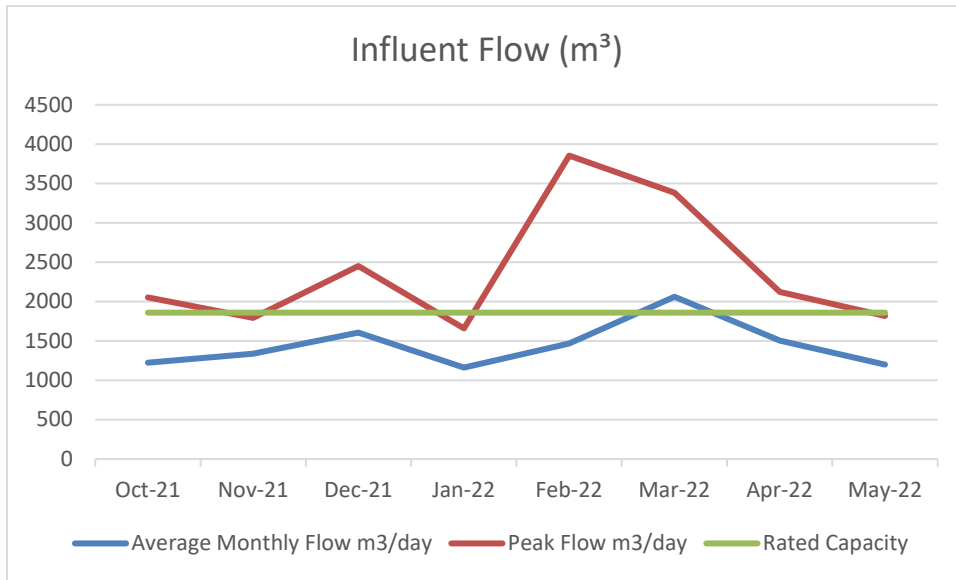
ECA 7654-BEMKVD

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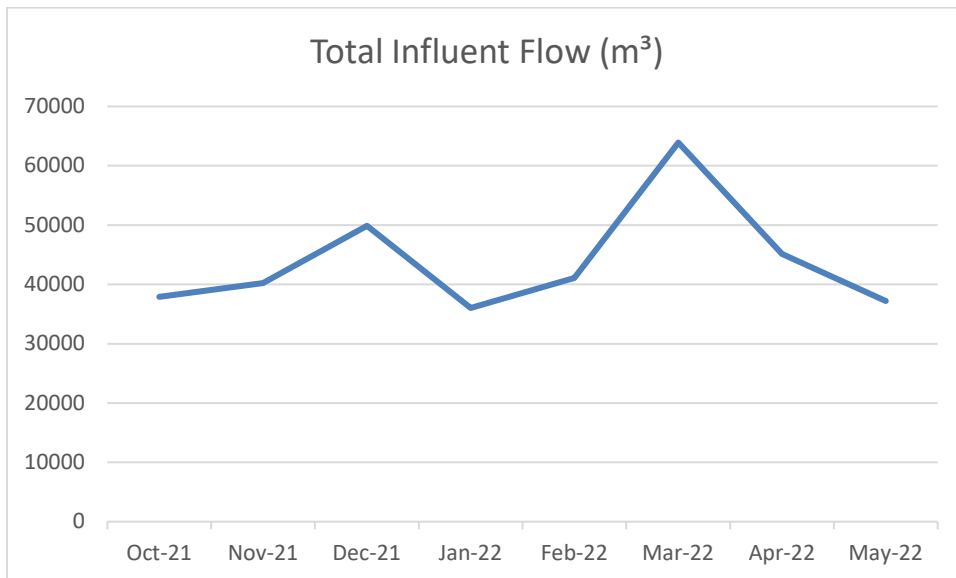
There were no instances when the daily peak of 6,500 m<sup>3</sup> was exceeded. The highest recorded peak flow of 3,855.00 m<sup>3</sup>/day occurred in February 2022. This maximum peak flow is approximately 59.31% of the approved Peak Flow Rating for the Works.

Please refer to below for graphical representation of influent flows for the reporting period:

**Graph 5:** Influent: Average Daily Flows & Peak Flows Versus Designed Limits for Reporting Period



**Graph 6:** Influent: Total Flows for the Reporting Period

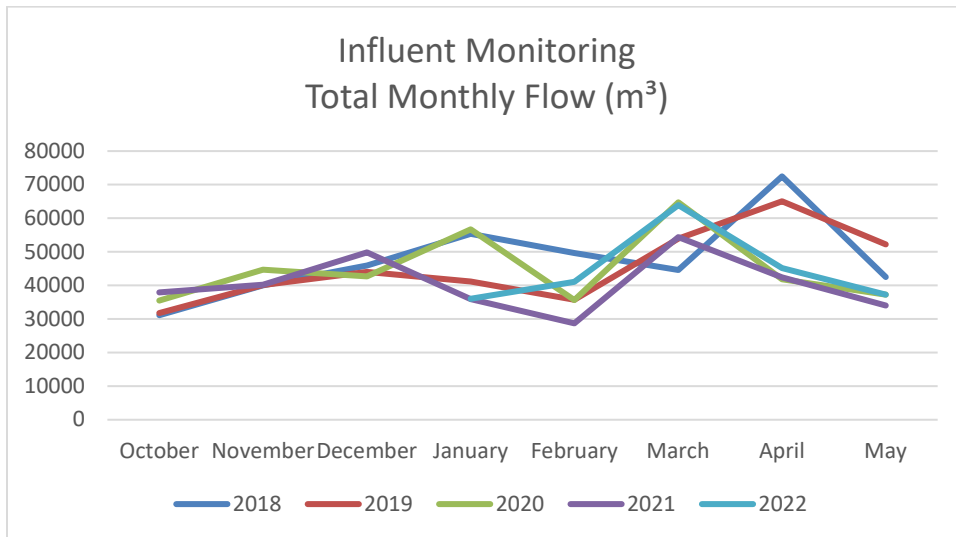


## 2.5 Historical Trend of Influent Flows

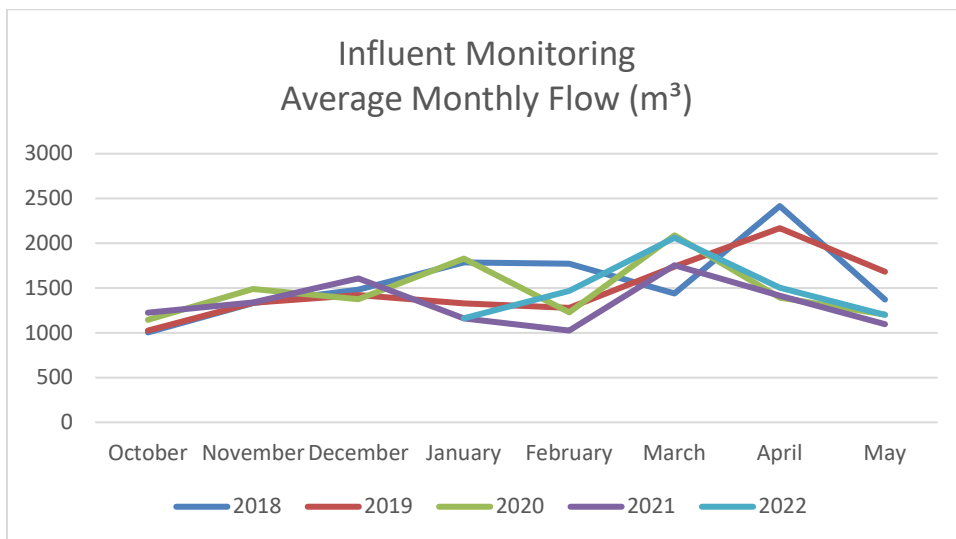
A review of historical trend of the influent flows are shown below in the following graphs 7-9:

The below graphs (7-9) show the historical monthly influent flow trending from 2018 to 2022. A review of the trends from the last 5 years has shown similar flows in the months of September-December and a fluctuations of flow in the months of January-May.

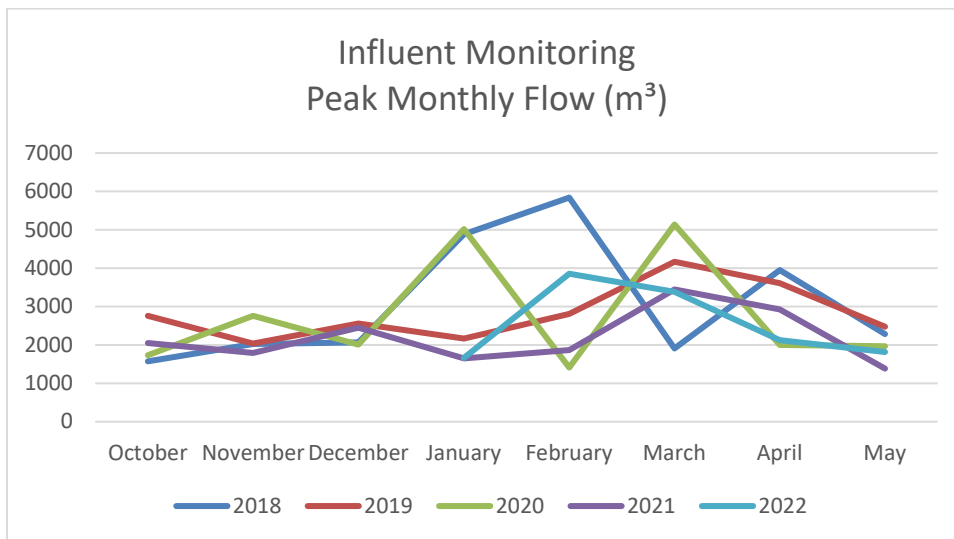
**Graph 7:** Monthly Total Influent Flow Historical Trend



**Graph 8:** Monthly Average Influent Flow Historical Trend



Graph 9: Monthly Peak Influent Flow Historical Trend



### 3. Monitoring Data Effluent

ECA 7654-BEMKVD, Section 13 (4)(b):

“a summary and interpretation of all Final Effluent monitoring data, including concentration, flow rates, loading and a comparison to the design objectives and compliance limits in this Approval, including an overview of the success and adequacy of the Works;”

#### 3.1 Monitoring Program Effluent

The following table outlines the monitoring programs at the Arthur Wastewater Treatment Plant (WWTP) as required by the ECA that was issued for the reporting period. The parameters were analyzed by an accredited analytical laboratory (SGS Canada Inc., Lakefield, Ontario). Additional in-house samples are taken and analyzed in-house throughout the year to assist with process performance monitoring, adjustment, and optimization.

Table 5: Effluent Monitoring Program – Plant Outfall Pipe - Weekly during approved discharge period

Parameters	Sample Type	Frequency
Carbonaceous Biochemical Oxygen Demand (CBOD <sub>5</sub> )	24-hour Composite	Weekly
Total Suspended Solids (TSS)	24-hour Composite	Weekly
Total Phosphorous (TP)	24-hour Composite	Weekly
Total Ammonia Nitrogen	24-hour Composite	Weekly
Total Kjeldahl Nitrogen (TKN)	24-hour Composite	Weekly
Nitrate as Nitrogen	24-hour Composite	Weekly
Nitrite as Nitrogen	24-hour Composite	Weekly
Unionized Ammonia	As Calculated	Weekly
E.Coli	Grab	Weekly
Dissolved Oxygen	Grab/Probe	Weekly
pH	Grab/Probe	Weekly
Temperature	Grab/Probe	Weekly

### 3.2 Monitoring Final Effluent Design Objectives, Limits and Loadings

The following tables outline the final effluent objectives, limits and loadings at the Arthur Wastewater Treatment Plant as per its ECA. The applicable effluent parameters are either “concentrations” expressed as milligrams per litre or “loadings” expressed as kilograms per day, and they are reportable either “Monthly” or “Seasonally.”

**Table 6:** Arthur WWTP Final Effluent Design Objectives and Limits upon completion of construction of all Proposed Works in Phase 1 as per Schedule B in ECA:

Source	Parameter	Objective Monthly Average Concentration (mg/L)	Limit Monthly Average Concentration (mg/L)	Limit Seasonal Average Waste Loading (Kg/d)
Final Effluent	CBOD <sub>5</sub>	6.0	10.0	18.6
	Total Suspended Solids	6.0	10.0	18.6
	Total Phosphorus	0.21	0.25	0.47
	Total Ammonia Nitrogen	0.6	3.5 (Jan 01-May 31) 2.8 (Oct 01-Oct 31) 3.5 (Nov 01-Dec 31)	6.5 (Jan 01-May 31) 5.2 (Oct 01-Oct 31) 6.5 (Nov 01-Dec 31)
	<i>E. coli</i>	100 CFU/100 mL	100 CFU/100 mL	n/a
	pH	6 to 8, inclusive		

### 3.3 Effluent Results During Discharge Period

The following tables 7- 12 outline the Monthly and Seasonal Average effluent results for the October 1, 2021 – May 31, 2022 reporting period at the Arthur WWTP:

**Table 7:** Carbonaceous Biochemical Demand Concentrations versus ECA Limits

	Monthly Average Concentration (mg/L)	Within Monthly Objective? (6.0 mg/L)	Within Monthly Limit? (10.0 mg/L)	Seasonal Average Loading (kg/d)	Within Seasonal Limit? (18.6 kg/d)
October 2021	2.75	Yes	Yes	1.89	-
November 2021	2.20	Yes	Yes	4.73	-
December 2021	2.60	Yes	Yes	6.72	-
January 2022	3.50	Yes	Yes	12.74	-
February 2022	2.25	Yes	Yes	7.48	-
March 2022	3.00	Yes	Yes	11.19	-
April 2022	3.50	Yes	Yes	9.23	-
May 2022	5.00	Yes	Yes	4.07	-
<b>Seasonal Average</b>	-	-	-	7.26	Yes

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Period from: October 1, 2021 – May 31, 2022

**Table 8:** Total Suspended Solids Concentrations versus ECA Limits

	Monthly Average Concentration (mg/L)	Within Monthly Average Objective? (6.0 mg/L)	Within Monthly Average Limits? (10.0 mg/L)	Seasonal Average Loading (kg/d)	Within Seasonal Limit? (18.6 kg/d)
October 2021	5.00	Yes	Yes	3.44	-
November 2021	7.00	No	Yes	15.06	-
December 2021	5.60	Yes	Yes	14.48	-
January 2022	4.75	Yes	Yes	17.29	-
February 2022	5.50	Yes	Yes	18.29	-
March 2022	5.80	Yes	Yes	21.64	-
April 2022	11.00	No	No	29.02	-
May 2022	7.00	No	Yes	5.70	-
<b>Seasonal Average</b>	-	-	-	15.62	Yes

\*For instance in April 2022 where the Total Suspended Solids Monthly Average Limit was exceeded notification was provided.

**Table 9:** Total Phosphorus Concentrations versus ECA Limits

	Monthly Average Concentration (mg/L)	Within Monthly Average Objective? (0.21 mg/L)	Within Monthly Average Limits? (0.25 mg/L)	Seasonal Average Loading (kg/d)	Within Seasonal Limit? (0.47 kg/d)
October 2021	0.18	Yes	Yes	0.13	-
November 2021	0.18	Yes	Yes	0.40	-
December 2021	0.13	Yes	Yes	0.34	-
January 2022	0.20	Yes	Yes	0.71	-
February 2022	0.20	Yes	Yes	0.66	-
March 2022	0.12	Yes	Yes	0.44	-
April 2022	0.06	Yes	Yes	0.16	-
May 2022	0.05	Yes	Yes	0.04	-
<b>Seasonal Average</b>	-	-	-	0.36	Yes

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**Table 10:** Total Ammonia Nitrogen Concentrations versus ECA Limits

	Monthly Average Concentration (mg/L)	Within Monthly Average Objective? (0.6 mg/L)	Within Monthly Average Limits? 3.5 mg/L (Jan 1-May 31) 2.8 mg/L (Oct 1-Oct 31) 3.5 mg/L (Nov 1-Dec 31)	Seasonal Average Loading (kg/d)	Within Seasonal Limit? 6.5 mg/L (Jan 1-May 31) 5.2 mg/L (Oct 1-Oct 31) 6.5 mg/L (Nov 1-Dec 31)
October 2021	0.15	Yes	Yes	0.10	-
November 2021	0.24	Yes	Yes	0.52	-
December 2021	0.38	Yes	Yes	0.98	-
January 2022	0.50	Yes	Yes	1.82	-
February 2022	1.13	No	Yes	3.74	-
March 2022	1.48	No	Yes	5.52	-
April 2022	2.32	No	Yes	6.11	-
May 2022	0.82	No	Yes	0.67	-
Seasonal Average	-	-	-	2.43	Yes

**Table 11:** *E. coli* Concentrations versus ECA Limits

	Monthly Average Concentration (CFU/100mL)	Within Monthly Objective/Limits? (100 CFU/ 100mL)
October 2021	2.00	Yes
November 2021	35.70	Yes
December 2021	10.98	Yes
January 2022	23.98	Yes
February 2022	28.25	Yes
March 2022	30.62	Yes
April 2022	5.63	Yes
May 2022	2.35	Yes

**Table 12:** pH Ranges versus ECA Limits

	pH Ranges	Within Objective/Limits? (6 – 8)
October 2021	8-8	Yes
November 2021	8-8	Yes
December 2021	8-8	Yes
January 2022	8-8	Yes
February 2022	8-8	Yes
March 2022	8-8	Yes
April 2022	8-8	Yes
May 2022	7-8	Yes

### 3.4 Success & Adequacy of the System

The parameter cBOD5 objective for the seasonal discharge was not exceeded during the reporting period. There were no limit exceedances.

The parameter TSS objective for the seasonal discharge was exceeded for the months of November 2021, April 2022 and May 2022. There was a limit exceedance in the month of April 2022 which was due to higher solids from lagoon effluent mixing with plant effluent and higher plant ammonia mixing with lower lagoon ammonia. Continued monitoring of TSS was completed by in-house lab while trying to maximize the return flow to ensure adequate room in the lagoon during non-discharge period.

The parameter TP objective for the seasonal discharge no exceeded during the reporting period. There were no limit exceedances.

The parameter TAN objective for the seasonal discharge was exceeded for the months of February, March, April and May 2022. There were no limit exceedances.

*E. coli* concentrations reached a maximum of 35.70 CFU/100mL in November 2021, which did not exceed the compliance objective and limit of 100 CFU/100mL. During the seasonal discharge period, there were no exceedances.

Please refer to **Section 3** of this report for more details regarding the discharge period exceedances.

**Refer to Appendix A for a detailed Performance Assessment Report.**

### 3.5 Effluent Flows - Discharges

The below chart summarizes the effluent discharged during the discharge period:

**Table 13:** Effluent Discharge Summary

Month	Average Daily Flow (m <sup>3</sup> /day)	Peak Flow (m <sup>3</sup> /day)	Total Flow (m <sup>3</sup> )	Max Daily Effluent Flow (m <sup>3</sup> )	Within Limit
October 2021	688.72	1303.70	21350.40	1400	Yes
November 2021	2151.74	3229.50	64552.10	4600	Yes
December 2021	2586.15	3130.40	80170.70	3800	Yes
January 2022	3639.65	3958.30	112829.20	5000	Yes
February 2022	3324.81	3923.00	93094.80	5000	Yes
March 2022	3730.61	4607.80	115648.80	5500	Yes
April 2022	2638.20	3071.40	79145.90	3200	Yes
May 2022	814.42	1250.20	25247.10	1300	Yes
<b>Annual Average</b>	2438.37	-	-		
<b>Annual Max</b>	-	4607.80	-		
<b>Annual Total</b>	-	-	592039.00		

## 4. Annual Update to the Stage-Discharge Curve

ECA 7654-BEMKVD, Section 13 (4)(c):

*“a summary of the annual update to the stage-discharge curve as required in Paragraph 9 (e);”*

*9(e). The Owner shall operate, calibrate and maintain the Conestogo River at Arthur hydrometric station (17T 536350E 4853113N) and collect and record daily streamflow measurements for that station or for any replacement gauging station approved by the District Manager.*

The Conestogo River Arthur hydrometric station equipment is calibrated as per manufacturer’s recommendations. Monitoring and metering equipment is also calibrated by a third party on an annual basis. Preventative maintenance is scheduled for all equipment at the sewage treatment plant and pumping stations at regular frequency (frequency depends on the equipment and type of maintenance). Maintenance activities are scheduled within the work management system Maximo, upon completion, Operators set the work order to complete. On a monthly basis, preventative work orders are reviewed for completion.

Indus Control successfully calibrated the hydrometric station measuring equipment on September 13, 2021.

**Refer to Appendix D for the Calibration Reports.**

Operators collect and record daily streamflow measurements for the Conestogo River hydrometric station on their daily check sheets and entered in OCWA’s PDM (WISKI) Management System. As of November 2021 the Conestogo River Stream Measurements were calculated in the SCADA program as part of the daily flow allowance along with the total ammonia nitrogen. As of April 3, 2022 these daily streamflow measurements have been added to the daily SCADA reports.

**Table 14: Conestogo River Streamflow Measurements**

Month	Monthly Minimum Daily River Height (cm)	Monthly Average Daily River Height (cm)	Monthly Max Daily River Height (cm)
October 2021	19.08	33.07	84.65
November 2021	*	*	*
December 2021	*	*	*
January 2022	*	*	*
February 2022	17.50	61.32	85.45
March 2022	36.65	72.82	97.40
April 2022	23.15	35.78	48.22
May 2022	15.12	24.12	56.86
<b>Annual Minimum</b>	<b>15.12</b>	-	-
<b>Annual Average</b>	-	<b>43.12</b>	-
<b>Annual Max</b>	-	-	<b>97.40</b>

\*November 2021-February 18, 2022 Conestogo River Stream Measurements were calculated in the SCADA program as part of the daily flow allowance along with TAN daily value but was not part of the daily reports until April 3, 2022. Previous to SCADA operators captured the river measurement on the daily check sheets from the meter. Eramosa Engineering has been contacted to investigate if previous information prior to April 3, 2022 can be pulled from the SCADA system for record keeping.

**Refer to Appendix F for Report of Daily Streamflow Measurements**

**Refer to Appendix G for the Grand River Conservation Authority Manual Discharge Measurements and TAN Concentrations**



## 5. Monitoring Schedule

ECA 7654-BEMKVD, Section 13 (4)(d):

*“a summary of any deviation from the monitoring schedule and reasons for the current reporting year and a schedule for the next reporting year;”*

Operations staff at the Arthur WWTP maintained a sampling schedule where samples were taken on Thursdays for the majority of the 2021 reporting period. Fluctuations on sample dates were due to the additional raw sampling being taken a week plus one day for influent monitoring of TP, TAN and TKN. For 2022 reporting period the sampling schedule was revised and updated to rotate the day of the week to Wednesday as per the ECA requirement in section 11 (b). Operations staff at the Arthur WWTP maintained a sampling schedule where samples were taken on Wednesdays for the majority of the 2022 reporting period. Any fluctuations on sample dates were due to any operational issues.

**Table 15:** Summary of dates deviated from monitoring schedule

Sample	Scheduled Date	Date Sample Taken
Monthly Raw	October 7, 2021	October 6, 2021
Monthly Raw	November 4, 2021	November 10, 2021
Weekly Effluent	November 10, 2021	November 11, 2021
Monthly Raw	December 2, 2021	December 15, 2021
Monthly Raw	January 5, 2022	January 19, 2022
Monthly Raw	February 2, 2022	February 3, 2022
Monthly Raw	March 2, 2022	March 3, 2022
Monthly Raw	April 6, 2022	April 7, 2022

Please find the attached Sampling Calendar prepared for 2021/2022 in Appendix B

## 6. Operating Problems & Corrective Actions

ECA 7654-BEMKVD, Section 13 (4)(e):

*“a summary of all operating issues encountered and corrective actions taken;”*

### 6.1 Golden Valley Farms and Influent Loading

Starting in January 2019, it was noted that Total Ammonia Nitrogen levels were exceeding the ECA limit due to abnormally concentrated influent, which disrupted the nitrification processes at the plant.

Golden Valley Farms, an industrial meat processing plant, has been discharging into the Sewage Collection Systems since its establishment. It was suspected that the processing plant had been contributing higher than normal loadings to the plant, causing process upsets. Further investigations with regular extra raw sampling confirmed abnormally concentrated influent from the processing plant.

On September 23 2020, a composite sampler was purchased by Golden Valley Farms and installed to replace a defective composite sampler. Since then Golden Valley Farms has been sampling on a bi-weekly basis for the following parameters pH, Total Ammonia Nitrogen, Biochemical Oxygen Demand and Total Phosphorus. These sample results are being shared with The Township and tracked by OCWA.

For the current reporting period OCWA and the Township continue to monitor the 3<sup>rd</sup> party laboratory results for sewer use by-law loading parameters. During the reporting period the laboratory results were within the bylaw limits for the parameters BOD<sub>5</sub>, Total Phosphorus and pH. The bylaw limits for Total Ammonia Nitrogen was exceeded for five of the fourteen samples during the reporting period.

**Refer to Appendix C for Summary of Golden Valley Laboratory Results and a Copy of the Township of Wellington North Sewer Use By-Law.**

## 7. Major Maintenance Activities

ECA 7654-BEMKVD, Section 13 (4)(f):

*“a summary of all normal and emergency repairs and maintenance activities carried out on any major structure, equipment, apparatus or mechanism forming part of the Works;”*

### 7.1 Work Management System

Planned maintenance, including scheduled and non-scheduled maintenance activities are scheduled using a computerized Work Management System (WMS) that allows user to:

- Enter detailed asset information
- Generate and process work orders
- Access maintenance and inspection procedures
- Plan, schedule, and document all asset related tasks and activities
- Access maintenance records and asset histories

Work Orders are automatically generated by the WMS program and are assigned to the applicable Operations staff accordingly.

### 7.2 Preventative Maintenance

There were a number of major maintenance tasks throughout 2021/22 reporting period. They are as follows:

- Monthly Lagoon Inspection (May-Oct)
- Monthly panel alarm, float and generator testing
- Annual sewage pumping station cleanouts
- Annual generator inspections and load testing
- Annual calibrations
- Annual lifting device inspection
- UV inspection and servicing
- Alum Tank and Lagoon Chamber cleanout
- Semi-annual Lagoon Perimeter Inspection

## 7.3 Repairs & Improvements

There were a number of repairs and/or improvements made in the 2021/2022 reporting period. As referred within the ECA (7654-BEMKVD) proposed work for Phase 1.

### Phase 1

#### Sanitary Sewage Pumping Stations

##### Frederick Street Pumping Station and Forcemain

Upgrade to the existing Frederick Street Pumping Station having a firm capacity of 110 L/s, located at 176 Frederick Street West, comprising;

- Construction of a new wet well having dimension of 5.5m x 5.3m x 7.2m, having an active storage volume of 90 m<sup>3</sup>, equipped with three variable speed controlled sewage pumps, two for duty and one for standby, each with a rated capacity of 55 L/s under 30m TDH, discharging through a common header to Arthur Wastewater Treatment Plant through an existing 755m long 250mm diameter forcemain, complete with a MCC, a new PLC based control system, high level floats and alarms;
- Conversion of existing wet well in to a bypass chamber, complete with one (1) sewage drain pump, located in the existing wet well, with a capacity of 10 L/s under 8m TDH, receiving sewage overflow from the inlet sewer under extreme flow events with an Emergency Overflow to the Conestogo River;

#### Arthur Wastewater Treatment Plant (WWTP)

##### Equalization Tank (to be upgraded to Extended Aeration Plant B during Phase 2)

- Construction of the equalization tank 1 (to be used as the future secondary treatment/extended aeration tank during Phase 2), having a total capacity of 2,100 m<sup>3</sup>, and operated in a manner to allow the flows entering the secondary treatment in Phase 1 to be reduced to 5,270 m<sup>3</sup>/d, comprising of two cells and a central future secondary clarifier tank, receiving diverted peak flow through a weir located in the headworks building outlet pipe under peak flow conditions, complete with a sewer line connecting a new hopper adjacent to the existing Headworks to a new Headworks channel upstream of Plant B;
- One (1) submersible drain pump, to be located in a precast manhole (to be converted to a scum collection pit and transfer pump in Phase 2), connected to the equalization tank, with a capacity of 10 L/s under a TDH of 8m, discharging to Headworks channel;

#### Secondary Treatment System

##### Biological Treatment

##### Aeration Blowers (for future use in Plant B/Treatment Train B in Phase 2)

- Three (3) variable speed controlled blowers (one standby), each with a capacity of 944 m<sup>3</sup>/h, with a common discharge line connected to the existing aeration system and tie-in to future secondary treatment plant;

##### Return Activated Sludge (RAS) and Waste Activated Sludge (WAS) pumping system

- Two (2) variable speed controlled RAS and WAS pumps (one standby), to be located in the existing RAS and WAS hopper, with a capacity of 20.9 L/s;
- Flow meter for RAS lines to each aeration tank and WAS transfer line to Aerobic digesters;

##### Supplementary Treatment Systems Phosphorous Removal (Alum)

- Four (4) variable speed dosing pumps, three for duty and one for standby, each having a capacity of 5.5 L/hr under a TDH of 50 psi; One of the pumps providing flexibility for secondary injection point prior to

filters and remaining two duty pumps dedicated to two primary injection points upstream of the existing and New clarifier Plant A and Plant B;

Sludge Management System Sludge Digestion

- Replacement of existing blowers with two (2) blowers, one for duty and one for standby, each having a rated capacity of 540 m3/h at 45 kPa, discharging through a common discharge line to the existing aeration system of digesters and sludge holding tanks;
- Installation of flow metering for on the existing discharge line of sludge pumps;
- Installation of Pump and barrel decanting system in the secondary digester;

Secondary Effluent Holding Ponds (Offsite Lagoon)

Lagoon Level Monitoring through SCADA and Valve Replacement

- Installation of a solar powered lagoon level monitoring system integrated with the existing SCADA system to monitor existing and new processes at the Arthur WWTP;

## 8. Effluent Quality Assurance & Control

ECA 7654-BEMKVD, Section 13 (4)(g):

*“a summary of any effluent quality assurance or control measures undertaken;”*

The Ontario Clean Water Agency (OCWA) operates the Arthur Wastewater Treatment Plant in accordance with provincial regulations.

- Use of Accredited Laboratories: analytical tests to monitor the effluent quality are conducted by a laboratory audited by the Canadian Association for Laboratory Accreditation Inc. (CALA) and accredited by the Standards Council of Canada (SCC). Accreditation ensures that the laboratory has acceptable laboratory protocols and test methods in place. It also requires the laboratory to provide evidence and assurances of the proficiency of the analysts performing the test methods. During this monitoring period (October 1, 2021 to May 31, 2022), all chemical sample analyses were conducted by SGS (Lakefield) Canada Inc.
- Operation by Licensed Operators: Arthur WWTP is operated and maintained by the Ontario Clean Water Agency’s licensed Operation Staff. The mandatory licensing program for operators of sewage treatment facilities in Ontario is regulated under the Ontario Water Resources Act (OWRA) Regulation 435/93 and Ontario Regulation 129/04. Licensing means that an individual meets the education and experience requirements and has successfully passed the certification exam. Refer to the following table summarizing current Operations staff licensing for the Arthur WWTP:

**Table 16:** Operator Licensing for the Arthur WWTP

Operator	Level	Certificate #	Expiry Date
Dwight Hallahan	WWT 2	15499	Apr 30, 2025
	WWC 1	16002	Oct 31, 2022
Dan Yake	WWT 2	57390	July 31, 2025
	WWC 1	69121	Jan 31, 2023
Steve Miller	WWT 4	15422	Jan 31, 2025
	WWC 2	17899	Jan 31, 2025
William Smith	WWT 2	65685	Jan 31, 2025
Suhail Auzam	OIT	OT66863	Mar 31, 2024

- Sampling and Analytical Requirements: OCWA followed a sampling and analysis schedule required by the Environmental Compliance Approval.
- Use of In-House Laboratory: in-house tests are conducted by Licensed Operators for monitoring purposes using Standard Methods. The data generated from these tests is used to determine the treatment efficiency while maintaining process control. All in-house monitoring equipment is calibrated based on the manufacturer's recommendations. The Operators of the facility will continue to use their expertise in order to meet our objective of no exceedances of the ECA Effluent Compliance Limits and future Compliance Objectives.

## 9. Calibration & Maintenance Procedures

ECA 7654-BEMKVD, Section 13 (4)(h):

*"a summary of the calibration and maintenance carried out on all Influent and Final Effluent monitoring equipment to ensure that the accuracy is within the tolerance of that equipment as required in this Approval or recommended by the manufacturer;"*

All in-house monitoring equipment is calibrated as per manufacturer's recommendations. Monitoring and metering equipment is also calibrated by a third party on an annual basis. Preventative maintenance is scheduled for all equipment at the sewage treatment plant and pumping stations at regular frequency (frequency depends on the equipment and type of maintenance). Maintenance activities are scheduled within the work management system Maximo, upon completion, Operators set the work order to complete. On a monthly basis, preventative work orders are reviewed for completion.

Indus Control successfully calibrated flow measuring equipment on September 13, 2021.

**Refer to Appendix D for the Calibration Reports.**

## 10. Design Objective Requirements

ECA 7654-BEMKVD, Section 13 (4)(i):

*"a summary of efforts made to achieve the design objectives in this Approval, including an assessment of the issues and recommendations for pro-active actions if any are required under the following situations":*

- i. When any of the design objectives are not achieved more than 50% of the time in a year, or there is an increasing trend of deterioration of Final Effluent quality;*
- ii. When Annual Average Daily Influent Flow reaches 80% of the Rated Capacity;"*

Best efforts will be made to meet the objectives under the new ECA 7654-BEMKVD (September 10, 2019) once Phase 1 construction onwards improves plant performance and output effluent quality. Phase 2 design is completed and currently being review by the Municipalities Engineer on Record.

The design objective for TAN was exceeded four of the eight months for the reporting period. It is a possibility this is due to the TAN loadings received from Golden Valley Farms and is continuously monitored by OCWA and the Municipality. Also due to cold weather during this time the nitrification process was unable to reproduce nitrification bacteria.

The average daily flow for the reporting period was 1,446.09 m<sup>3</sup>, which is approximately 77.75% of the specified design flow of 1,860.00 m<sup>3</sup>/day. The highest recorded Monthly Average Daily Flow was in February at 3,855.00 m<sup>3</sup> and was due to heavy rain and increased inflows from the seasonal melt.

There were no instances when the daily peak of 6,500 m<sup>3</sup> was exceeded. The highest recorded peak flow of 3,855.00 m<sup>3</sup>/day occurred in February 2022. This maximum peak flow is approximately 59.31% of the approved Peak Flow Rating for the Works.

Refer to Appendix A for detailed Performance Assessment Report.

## 11. Sludge Generation

ECA 7654-BEMKVD, Section 13 (4)(j):

*“a tabulation of the volume of sludge generated, an outline of anticipated volumes to be generated in the next reporting period and a summary of the locations to where the sludge was disposed;”*

The table below shows a summary of sludge haulage for the October 1, 2021 – May 31, 2022 reporting period:

**Table 17: Sludge Haulage**

Date	NASM #	Volume Hauled (m <sup>3</sup> )	Comments
November 2, 2021	N/A	139.00	Hauled by Saugeen Agri. to Lystek International Inc.
November 3, 2021			
December 7, 2021	N/A	100.00	
December 8, 2021			
January 5, 2022	N/A	268.00	
January 6, 2022			
January 18, 2022			
January 19, 2022			
February 15, 2022	N/A	180.00	
February 16, 2022			
February 17, 2022			
March 4, 2022	N/A	90.00	
March 11, 2022			
May 12, 2022	23730	798.70	
<b>Total:</b>		<b>1,575.70</b>	

Digested sludge produced at the Arthur Wastewater Treatment Plant is land-applied in accordance with the Nutrient Management Act 2002 and Ontario Regulation 267/03. Additional sludge haulage is directed towards Lystek International Inc., located in Dundalk, Ontario. This facility converts biosolids into “market ready” fertilizer products.

Grab samples of digested (aerobic) sludge are collected and tested as per these guidelines. During the reporting period, sludge sample analysis was carried out by SGS Lakefield Research Limited. A summary of sludge sample results is provided in **Appendix E**.

Two haulers were used during the reporting period October 1, 2021 – May 31, 2022 reporting period:

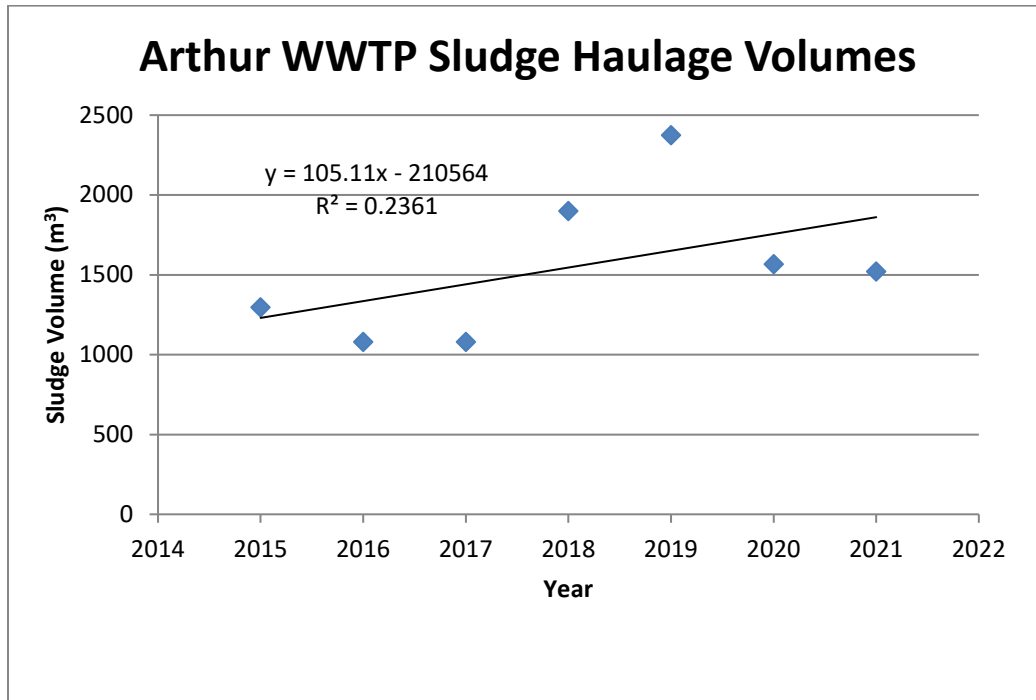
- Saugeen Agri. - Certificate of Approval: Waste Management System # 9566-6HYKC3

The Certificate of Approval for the Mount Forest Sludge Storage Facility #6134-73FHHU allows the storage of sludge from the Arthur WWTP. There was no sludge stored at the Mount Forest facility for this reporting period.

Trending sludge production can be seen in Graph 10. Please note: the reporting year noted on the X-axis is the first year of the reporting period, meaning 2021 would include the period from October 1, 2021 to May 31, 2022.

Based on the design flow, predicted sludge haulage, average wastewater quality and a linear regression with an  $R^2$  value of 23.61%, the anticipated volume to be generated in the next reporting period is approximately 1900  $m^3$ .

**Graph 10:** Arthur WWTP Sludge Haulage Trending



## 12. Community Complaints

ECA 7654-BEMKVD, Section 13 (4)(k):

*“a summary of any complaints received and any steps taken to address the complaints;”*

There is a standard operating procedure (SOP) in place that outlines the steps required for receiving and addressing community complaints. All complaints are to be discussed and/or investigated, and resolved as required. The community complaint is logged in detail in the facility logbook and then various details are entered into OCWA’s electronic database system “Maximo.” This database contains the history of all complaints with the relevant information enclosed.

There were no complaints received for the Arthur WWTP during the October 1, 2021 – May 31, 2022 reporting period.

## 13. By-pass, Spill or Abnormal Discharge Events

ECA 7654-BEMKVD, Section 13 (4)(l):

*“a summary of all By-pass, Overflows, other situations outside Normal Operating Conditions and spills within the meaning of Part X of EPA and abnormal discharge events;”*

### 13.1 By-pass events

There were no bypass events during the reporting period.

### 13.2 Overflow events

There were no overflow events during the reporting period.

### 13.3 Spills

There were no spills during the reporting period.

### 13.4 Abnormal Discharge Events

There were no abnormal discharge events during the reporting period.

## 14. Notice of Modifications

ECA 7654-BEMKVD, Section 13 (4)(m):

*“a summary of all Notice of Modifications to the Sewage Works completed under Paragraph 1.d. of Condition 10, including a report on status of implementation of all modification;”*

There were no Notice of Modifications under Schedule B, Section 1 submitted during this reporting period.

### 14.1 Modification Completion Reports

There were no modifications completed under Schedule B, Section 3 during this reporting period.



## 15. Conformance with Procedure F-5-1

ECA 7654-BEMKVD, Section 13 (4)(n):

*“a summary of efforts made to achieve conformance with Procedure F-5-1 including but not limited to projects undertaken and completed in the sanitary sewer system that result in overall Bypass/Overflow elimination including expenditures and proposed projects to eliminate Bypass/Overflows with estimated budget forecast for the year following that for which the report is submitted;”*

### Sanitary Sewage Pumping Stations

#### Frederick Street Pumping Station and Forcemain

Upgrade to the existing Frederick Street Pumping Station having a firm capacity of 110 L/s, located at 176 Frederick Street West, comprising;

- Construction of a new wet well having dimension of 5.5m x 5.3m x 7.2m, having an active storage volume of 90 m<sup>3</sup>, equipped with three variable speed controlled sewage pumps, two for duty and one for standby, each with a rated capacity of 55 L/s under 30m TDH, discharging through a common header to Arthur Wastewater Treatment Plant through an existing 755m long 250mm diameter forcemain, complete with a MCC, a new PLC based control system, high level floats and alarms;
- Conversion of existing wet well in to a bypass chamber, complete with one (1) sewage drain pump, located in the existing wet well, with a capacity of 10 L/s under 8m TDH, receiving sewage overflow from the inlet sewer under extreme flow events with an Emergency Overflow to the Conestogo River;

### Arthur Wastewater Treatment Plant (WWTP)

#### Equalization Tank (to be upgraded to Extended Aeration Plant B during Phase 2)

- Construction of the equalization tank 1 (to be used as the future secondary treatment/extended aeration tank during Phase 2), having a total capacity of 2,100 m<sup>3</sup>, and operated in a manner to allow the flows entering the secondary treatment in Phase 1 to be reduced to 5,270 m<sup>3</sup>/d, comprising of two cells and a central future secondary clarifier tank, receiving diverted peak flow through a weir located in the headworks building outlet pipe under peak flow conditions, complete with a sewer line connecting a new hopper adjacent to the existing Headworks to a new Headworks channel upstream of Plant B;
- One (1) submersible drain pump, to be located in a precast manhole (to be converted to a scum collection pit and transfer pump in Phase 2), connected to the equalization tank, with a capacity of 10 L/s under a TDH of 8m, discharging to Headworks channel;

### Proposed Works - Phase 2

#### Inlet Works

- Diversion of existing sanitary Sewers from Preston Street to the new Headworks building of sewage treatment plant;
- Diversion of existing sanitary sewage forcemain from Frederick Street Sewage Pumping Station in to the new Headworks building of sewage treatment plant;

## Headworks Building

### Inlet Channels

- One (1) duty inlet channel 0.8m wide, 1.2m deep, equipped with an inclined mechanically cleaned screen with 6mm spacing, designed to handle an average daily flow of 2,300 m<sup>3</sup>/d and a maximum daily flow of 12,700 m<sup>3</sup>/d, equipped with washer/compactor conveyor for screenings, complete with diffusers for intermittent channel aeration;
- one (1) back-up channel 0.8m wide, 1.2m deep, equipped with an inclined manual bar screen having 50mm spacing, complete with diffusers for intermittent channel aeration;

### Grit Removal

- A Grit removal system with by-pass capability, comprising of a Vortex Grit Tank 2.5m in diameter with a 0.37 kW vortex drive, a Vortex Grit Classifier Unit designed for a peak flow rate of 12,700 m<sup>3</sup>/d, screenings/grit disposal bin in the Screen room;

### Flow Channels and Parshall Flume

- Two flow splitting channels, complete with flow control weirs and two Parshall Flume flowmeters, one in each channel, downstream of the Vortex Tank, with duty channel discharging to the existing and new treatment units (Plant A and Plant B);

The increased capacity and upgrade to the Sewage Pump Station will aid in directing influent flows to the plant more effectively and efficiently. In addition to having an additional pump and all pumps being upsized with Variable Frequency Drives (VFD) this will allow the pumps to adjust to the required pumping speeds in increments as needed, increasing overall pump efficiency. This upgrade will further reduce the chance of potential future bypass/overflow events through increased reliability and capacity.

During high flow events, the increased flows from the pump station will be split at the head of the plant and will allow part of the flow to go through treatment and a portion to be captured in the equalization tank to not overwhelm the treatment system and be pumped back to the Headworks at a later time.

There are no estimated budget forecasts at this time as the current construction upgrades has mitigated the bypass/overflow events at the plant and at the pump station.

## 16. Construction and Commissioning Schedule Updates

ECA 7654-BEMKVD, Section 13 (4)(o):

*“any changes or updates to the schedule for the completion of construction and commissioning operation of major process(es)/equipment groups in the Proposed Works;”*

Substantial completion of all Phase 1 construction was achieved in December 2020. Phase 2 design is completed and currently being review by the Municipalities Engineer on Record.

## 17. Water Supervisor Information Request

ECA 7654-BEMKVD

*“any other information from the Water Supervisor requires from time to time.”*

There were no requests from the Water Supervisor for any other information during the reporting period.

**2021 – 2022 Annual Performance Report  
Arthur Wastewater Treatment Plant  
ECA 7654-BEMKVD**

**Appendix A**

Performance Assessment Report

October 2021 – May 2022

**5767 ARTHUR WASTEWATER TREATMENT PLANT 110000882**

	10 / 2021	11 / 2021	12 / 2021	1 / 2022	2 / 2022	3 / 2022	4 / 2022	5 / 2022	<--Total-->	<--Avg-->	<--Max-->	<-Criteria-->
<b>Flows</b>												
Raw Flow: Total - Raw Sewage m³/d	37,919.00	40,204.48	49,866.00	36,026.00	41,095.00	63,908.50	45,154.20	37,227.60	351,400.78			0.00
Raw Flow: Avg - Raw Sewage m³/d	1,223.19	1,340.15	1,608.58	1,162.13	1,467.68	2,061.56	1,505.14	1,200.89		1,446.09		1,465.00
Raw Flow: Max - Raw Sewage m³/d	2,052.00	1,793.00	2,452.00	1,660.00	3,855.00	3,381.90	2,120.80	1,816.30			3,855.00	0.00
Raw Flow: Count - Raw Sewage m³/d	31.00	30.00	31.00	31.00	28.00	31.00	30.00	31.00	243.00			0.00
Eff. Flow: Total - Final Effluent m³/d	21,350.40	64,552.10	80,170.70	112,829.20	93,094.80	115,648.80	79,145.90	25,247.10	592,039.00			0.00
Eff. Flow: Avg - Final Effluent m³/d	688.72	2,151.74	2,586.15	3,639.65	3,324.81	3,730.61	2,638.20	814.42		2,436.37		
Eff. Flow: Max - Final Effluent m³/d	1,303.70	3,229.50	3,130.40	3,958.30	3,923.00	4,607.80	3,071.40	1,250.20			4,607.80	0.00
Eff Flow: Count - Final Effluent m³/d	31.00	30.00	31.00	31.00	28.00	31.00	30.00	31.00	243.00			0.00
<b>Biochemical Oxygen Demand: BOD5</b>												
Raw: Avg BOD5 - Raw Sewage mg/L	269.00	238.00	229.00	220.00	262.00	128.00	143.00	222.00		213.88	269.00	0.00
Raw: Avg BOD5 - Raw Extra mg/L	259.00	180.25	210.67	214.00	183.33	160.50	198.67	326.33		216.59	326.33	0.00
Raw: # of samples of BOD5 - Raw Sewage mg/L	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	8.00			0.00
Raw: # of samples of BOD5 - Raw Extra mg/L	3.00	4.00	3.00	3.00	3.00	4.00	3.00	3.00	26.00			0.00
<b>Carbonaceous Biochemical Oxygen Demand: CBOD</b>												
Eff: Avg cBOD5 - Final Effluent including Bypass mg/L	< 2.75	< 2.20	< 2.60	< 3.50	< 2.25	< 3.00	< 3.50	< 5.00		< 2.97	< 5.00	
Eff: # of samples of cBOD5 - Final Effluent including Bypass mg/L	4.00	5.00	5.00	4.00	4.00	5.00	4.00	5.00	36.00			0.00

Loading: cBOD5 - Final Effluent including Bypass kg/d	<	1.894	<	4.734	<	6.724	<	12.739	<	7.481	<	11.192	<	9.234	<	4.072		<	7.24	<	12.74	0.000	
<b>Total Suspended Solids: TSS</b>																							
Raw: Avg TSS - Raw Extra mg/L		239.33		128.75		147.00		154.00		158.33		120.25		158.33		201.33				163.42		239.33	0.00
Raw: Avg TSS - Raw Sewage mg/L		285.00		244.00		203.00		127.00		209.00		159.00		198.00		153.00				197.25		285.00	0.00
Raw: # of samples of TSS - Raw Extra mg/L		3.00		4.00		3.00		3.00		3.00		4.00		3.00		3.00				26.00			0.00
Raw: # of samples of TSS - Raw Sewage mg/L		1.00		1.00		1.00		1.00		1.00		1.00		1.00		1.00				8.00			0.00
Eff: Avg TSS - Final Effluent including Bypass mg/L		5.00		7.00		5.60	<	4.75		5.50		5.80		11.00		7.00				6.47		11.00	
Eff: # of samples of TSS - Final Effluent including Bypass mg/L		4.00		5.00		5.00		4.00		4.00		5.00		6.00		5.00				38.00			0.00
Loading: TSS - Final Effluent including Bypass kg/d		3.444		15.062		14.482	<	17.288		18.286		21.638		29.020		5.701				15.77		29.02	0.000
<b>Total Phosphorus: TP</b>																							
Raw: Avg TP - Raw Sewage mg/L		6.97		5.06		5.70		5.09		6.03		3.78		3.80		3.62				5.01		6.97	0.00
Raw: Avg TP - Raw Extra mg/L		5.06		3.38		4.34		4.52		5.41		3.56		4.12		4.78				4.40		5.41	0.00
Raw: # of samples of TP - Raw Sewage mg/L		1.00		1.00		1.00		1.00		1.00		1.00		1.00		1.00				8.00			0.00
Raw: # of samples of TP - Raw Extra mg/L		3.00		4.00		3.00		3.00		3.00		4.00		3.00		3.00				26.00			0.00
Eff: Avg TP - Final Effluent including Bypass mg/L		0.18		0.18		0.13		0.20		0.20		0.12		0.06	<	0.05				0.14		0.20	
Eff: # of samples of TP - Final Effluent including Bypass mg/L		4.00		5.00		5.00		4.00		4.00		5.00		4.00		5.00				36.00			0.00
Loading: TP - Final Effluent including Bypass kg/d		0.124		0.396		0.341		0.710		0.657		0.440		0.158	<	0.044				0.36		0.71	0.000

**Nitrogen Series**

Raw: Avg TKN - Raw Sewage mg/L	32.40	27.80	22.70	43.90	40.00	34.60	21.80	26.10		31.16	43.90	0.00
Raw: Avg TKN - Raw Extra mg/L	33.57	29.98	35.93	39.90	41.30	31.00	29.83	37.10		34.83	41.30	0.00
Raw: # of samples of TKN - Raw Sewage mg/L	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	8.00			0.00
Raw: # of samples of TKN - Raw Extra mg/L	3.00	4.00	3.00	3.00	3.00	4.00	3.00	3.00	26.00			0.00
Eff: Avg TAN - Final Effluent including Bypass mg/L	< 0.15	< 0.24	< 0.38	0.50	1.13	1.48	2.32	< 0.82		< 0.91	< 2.32	
Eff: # of samples of TAN - Final Effluent including Bypass mg/L	4.00	5.00	5.00	4.00	4.00	5.00	6.00	5.00	38.00			0.00
Loading: TAN - Final Effluent including Bypass kg/d	< 0.103	< 0.516	< 0.983	1.820	3.740	5.521	6.112	< 0.668		< 2.22	< 6.11	0.000
Eff: Avg NO3-N - Final Effluent mg/L	16.03	9.83	7.16	4.52	4.84	2.93	3.62	7.30		7.03	16.03	0.00
Eff: # of samples of NO3-N - Final Effluent mg/L	4.00	5.00	5.00	4.00	4.00	5.00	6.00	5.00	38.00			0.00
Eff: Avg NO2-N - Final Effluent mg/L	< 0.03	< 0.04	< 0.08	< 0.12	0.20	< 0.21	0.30	< 0.05		< 0.13	< 0.30	0.00
Eff: # of samples of NO2-N - Final Effluent mg/L	4.00	5.00	5.00	4.00	4.00	5.00	6.00	5.00	38.00			0.00
<b>Disinfection</b>												
Eff: GMD E. Coli - Final Effluent cfu/100mL	2.00	35.70	10.98	23.98	28.25	30.62	5.63	2.35		17.44	35.70	200.00
Eff: # of samples of E. Coli - Final Effluent cfu/100mL	4.00	4.00	5.00	4.00	8.00	5.00	4.00	5.00	39.00			0.00

**2021 – 2022 Annual Performance Report  
Arthur Wastewater Treatment Plant  
ECA 7654-BEMKVD**

**Appendix B**

Sampling Schedules

# 2021 Arthur Sampling Schedule

JANUARY						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

FEBRUARY						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

MARCH						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

MAY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JUNE						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

JULY						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

AUGUST						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SEPTEMBER						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

OCTOBER						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

NOVEMBER						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

DECEMBER						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Discharge Period **October 1 to May 31** - Weekly Effluent CBOD5, TSS, TP, TAN, TKN, Nitrate, Nitrite, Unionized Ammonia, E. Coli, Dissolved Oxygen, pH, Temperature.  
 **Every other week WSER Weekly Effluent Sampling** - Weekly Effluent + BOD5, Alkalinity, pH @ 15 C, and Unionized Ammonia.  
 \*\*\*Discharge to start October 4, 2021  
 Monthly Influent BOD5, TSS, TKN, TP + Weekly Effluent / WSER Weekly Effluent  
 Monthly Raw BOD5, TSS, TKN, TP  
 Extra Raw - Sampled 1 week + 1 day from the last RAW sample taken  
Monthly Sludge



# 2022 Arthur Sampling Schedule

JANUARY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

MARCH						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

JULY						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**Discharge Period October 1 to May 31 - Weekly Effluent CBOD5, TSS, TP, TAN, TKN, Nitrate, Nitrite, Unionized Ammonia (WSER), E. Coli, Dissolved Oxygen, pH, Temperature.**

\*\*\*Discharge to start October 4, 2021

**Monthly Influent BOD5, TSS, TKN, TP + Weekly Effluent / WSER Weekly Effluent**

**Monthly Raw BOD5, TSS, TKN, TP**

**Extra Raw - Sampled 1 week + 1 day from the last RAW sample taken (During discharge)**

**Extra Raw - Sampled 1 week + 1 day from the last RAW sample taken & includes Secondary Effluent CBOD5, BOD, TSS, TP, TAN, ALK, TKN, Nitrates, Nitrites, pH, Temp, DO (During non-discharge)**

**Monthly Sludge**

**2021 – 2022 Annual Performance Report  
Arthur Wastewater Treatment Plant  
ECA 7654-BEMKVD**

**Appendix C**

**Golden Valley Farms – Lab Analysis Summary**

## Golden Valley Composite Samples (October 1, 2021 - May 31, 2022)

Date	BOD5 <300mg/L	TP <10mg/L	TAN <9.5	pH >5.5 <9.5
10/04/21	77.20	0.99	12.40	8.63
10/12/21	138.00	2.76	6.39	9.40
10/18/21	132.00	1.03	6.97	7.35
10/25/21	167.00	1.49	6.26	9.24
11/01/21	90.50	1.21	5.94	8.20
11/30/21	135.00	1.33	4.72	7.84
12/17/21	106.00	1.07	0.97	7.89
01/24/22	139.00	1.20	12.00	7.91
02/09/22	138.00	4.09	9.47	8.61
02/23/22	49.10	1.28	9.95	7.65
03/02/22	137.00	3.34	22.00	7.98
04/06/22	88.30	0.35	6.58	8.04
04/22/22	137.00	1.08	7.76	7.67
05/02/22	133.00	0.89	12.10	7.69

## SCHEDULE "B" RESTRICTED WASTES SANITARY AND COMBINED SEWER DISCHARGES

**Table A - CONVENTIONAL CONTAMINANTS and PHYSICAL PARAMETERS**

Substance	Concentration Limit– [mg/L, except as noted]
Biochemical oxygen demand	300
Chemical Oxygen Demand	600
Oil and grease - animal and vegetable	150
Oil and grease - mineral and synthetic/ hydrocarbon	15
Total Suspended Solids	300
pH	6.0 - 10.5 (unitless)
Temperature	60 Degrees Celsius

**Table B - ORGANIC CONTAMINANTS**

Substance	Concentration Limit– [mg/L, except as noted]
Benzene	0.01
Dichlorobenzene (1,2-)	0.05
Dichlorobenzene (1,4)	0.08
Ethylbenzene	0.06
Hexachlorobenzene	0.0001
PCBs (chlorobiphenyls)	0.004
**Phenols, Total (or Phenolic compounds)	0.1
Toluene	0.02
Xylenes, total	0.3

**Table C - INORGANIC CONTAMINANTS**

Substance	Concentration Limit– [mg/L, except as noted]
Arsenic, total	1.0
Cadmium, total	0.7
Chromium, total	3.0
Cobalt, total	5.0
Copper, total	2.0
Cyanide, total	1.2
Lead, total	3.0
Mercury	0.10
Molybdenum, total	5.0
Nickel, total	2.0
Nitrogen, Total Kjeldahl	50
Phosphorus, total	10
Selenium, total	2.0
Silver, total	1.0
Sulphide (as H <sub>2</sub> S)	1.0
Zinc, total	2.0

**SCHEDULE "C"- MAXIMUM WASTEWATER STRENGTH LIMITS UNDER EXTRA STRENGTH SURCHARGE AGREEMENT**

Substance	Maximum Concentration Limits under an Extra Strength Surcharge Agreement, mg/l	
	Mount Forest	Arthur
Biochemical Oxygen Demand (BOD)	1000	1000
Chemical Oxygen Demand (COD)	1200	1200
Total Suspended Solids (TSS)	1200	1200
Oil and grease - animal and vegetable (O&G)	450	450
Total Phosphorus (TP)	20	15
Total Kjeldahl Nitrogen (TKN)	100	75

**2021 – 2022 Annual Performance Report  
Arthur Wastewater Treatment Plant  
ECA 7654-BEMKVD**

**Appendix D**

Calibration Reports

## Verification report Promag 400

Endress+Hauser



People for Process Automation

## Plant operator: IndusControl

## Device information

Location	Arthur WWTP
Device tag	Promag
Module name	K323-00
Nominal diameter	DN150 / 6"
Device name	Promag 400
Order code	5W4C1F-16LA0/0
Serial number	R701CC16000
Firmware version	02.01.00



## Calibration

Calibration factor	1.0683
Zero point	-1.6

## Verification information

Operating time (counter)	284d20h31m54s
Date/time (manually recorded)	13.09.21 10:17
Verification ID	14
Verification mode	Standard verification

## Overall verification result\*

Passed Details see next page

\*Result of the complete device functionality test via Heartbeat Technology

## Confirmation

Heartbeat Verification verifies the function of the flowmeter within the specified measuring tolerance, over the useful lifetime of the device, with a total test coverage > 94 %, and complies with the requirements for traceable verification according to DIN EN ISO 9001:2008 – Section 7.6 a. (attested by TÜV-SÜD Industrieservices GmbH)

## Notes

13.09.21

Date

Operator's signature

Inspector's signature

Plant operator: IndusControl

**Device identification and verification identification**

Serial number	R701CC16000
Device tag	Promag
Verification ID	14



<b>Sensor</b>	<b>✔ Passed</b>
Shot time symmetry	✔ Passed
Hold voltage symmetry	✔ Passed
Coil current loss	✔ Passed
Coil current stability	✔ Passed
Coil resistance	✔ Passed
E1 electrode cable	✔ Passed
E2 electrode cable	✔ Passed
EPD electrode cable	✔ Passed
<b>Sensor electronic module (ISEM)</b>	<b>✔ Passed</b>
Supply voltage	✔ Passed
Internal voltages	✔ Passed
Linearity and reference voltage	✔ Passed
Offset of electrode measuring circuit	✔ Passed
Hold voltage feedback	✔ Passed
Shot voltage feedback	✔ Passed
Electronic current loss	✔ Passed
Coil circuit measurement	✔ Passed
Shot control circuit	✔ Passed
Electrode signal integrity	✔ Passed
<b>System status</b>	<b>✔ Passed</b>
<b>I/O module</b>	<b>✔ Passed</b>
Input/output 1	✔ Passed
Input/output 2	? Not done
Input/output 3	? Not done



## Plant operator: IndusControl

## Device identification and verification identification

Serial number	R701CC16000
Device tag	Promag
Verification ID	14



Test item with value	Unit	Actual	Min.	Max.	Visualization
<b>Sensor</b>					
Shot time symmetry deviation		1.0007	0.9000	1.1000	□□□□■□□□□□
Hold voltage symmetry deviation		1.0000	0.9000	1.1000	□□□□■□□□□□
Coil current loss deviation	%	0.1393	-10.0000	10.0000	□□□□■□□□□□
Coil current offset	%	-0.008123	-0.1000	0.1000	□□□□■□□□□□
Coil current deviation	%	0.0000	-0.1000	0.1000	□□□□■□□□□□
Coil resistance value	Ohm	125.1	50.0	240.0	□□□■□□□□□□
E1 electrode impedance	Ohm	168.94			
E2 electrode impedance	Ohm	169.12			
EPD electrode impedance	Ohm	169.65			
E1/E2 electrode impedance on E1	Ohm	170.92			
E1/E2 electrode impedance on E2	Ohm	171.09			
<b>Sensor electronic module (ISEM)</b>					
Supply voltage 30.0V	V	31.23	27.000	35.000	□□□□■□□□□□
Linearity and reference voltage 1		0.9998	0.9900	1.0100	□□□□■□□□□□
Linearity and reference voltage 2		0.9997	0.9900	1.0100	□□□□■□□□□□
Measuring point offset		-8.3652	-100.0000	100.0000	□□□□■□□□□□
Hold voltage feedback value	%	0.93	-10.0	10.0	□□□□■□□□□□
Shot voltage feedback value	%	-0.70	-20.0	20.0	□□□□■□□□□□
Electronic current loss deviation	%	0.46	-10.0000	10.0000	□□□□■□□□□□
Coil circuit value	%	0.00	-1.0	1.0	□□□□■□□□□□
Shot control circuit value	%	-0.17	-10.0	10.0	□□□□■□□□□□
Electrode signal integrity deviation	%	0.33	-40.0	40.0	□□□□■□□□□□

Test item with value	Unit	Actual	Min.	Max.	Visualization
<b>I/O module</b>					
Output 1 value 1	mA	4.0048	3.8600	4.1400	□□□□■□□□□□
Output 1 value 2		0.0000	0.0000	0.0000	□□□□□□□□□□
Output 2 value 1		0.0000	0.0000	0.0000	□□□□□□□□□□
Output 3 value 1		0.0000	0.0000	0.0000	□□□□□□□□□□

Plant operator: IndusControl

**Device identification and verification identification**

Serial number	R701CC16000
Device tag	Promag
Verification ID	14



Test item with value	Unit	Actual
<b>Process conditions</b>		
Volume flow value verification	l/s	0.0000
Conductivity value verification	µS/cm	-nan
Electronic temperature	°F	98.5
Current difference potential	V	-0.005090
Current potential electrode 1	V	0.03368
Current potential electrode 2	V	0.03926
Current potential electrode Pipe GND	V	-0.0004898



IndusControl Inc.  
151 Superior Blvd, Unit #13  
Mississauga, ON, L5T 2L1.

## VERIFICATION REPORT - ROSEMOUNT ELECTRO-MAGNETIC FLOW MEASUREMENT

Customer Name: OCWA-Georgian Highlands Region  
Plant Name: Arthur WPCP

Site/Plant Address: 160 preston St,  
Arthur, ON, N0G 1A0

### Device Information

Make: Rosemount  
Model: 8712D  
Order Code: NA  
Serial No.: 860220959  
Tag: EP000-FI01  
Job Location: Plant Effluent  
OCWA ID: 0000205612

### Service Information

Date: September 13, 2021  
Report No: CO1264-2108-38  
Job No: CO1264-2108

### Flow Details

Unit: l/sec  
Flow Range: 0-100  
Current Output: 4-20 mA  
4 mA Set Point: 0  
20 mA Set Point: 100

### Sensor Details

Line size: 6"  
Flow Cal Tube No.: 0916605509025005  
Mounting: Remote

Inst. Reading	AS FOUND	AS LEFT
TOTALIZER (m)	1806006	1806020
FLOW (l/sec)	28.2	0.00

### Maintenance Checklist

Visual Inspection:	<input checked="" type="checkbox"/> OK	<input type="checkbox"/> NOT OK
Electrical Inspection:	<input checked="" type="checkbox"/> OK	<input type="checkbox"/> NOT OK
Sensor Installation:	<input checked="" type="checkbox"/> OK	<input type="checkbox"/> NOT OK
Transmitter Installation:	<input checked="" type="checkbox"/> OK	<input type="checkbox"/> NOT OK

### Remarks

### Instrument Test Information and Results

Test-Point as Per Calibration KIT	Calculated Flow (FPS)	Calculated O/P (mA)	UUT Display (FPS)	UUT Measured Output (mA)	Deviation (FPS)
0.00	0.00	4.00	0.01	3.99	0.01
3.00	3.00	5.60	2.99	5.55	-0.01
10.00	10.00	9.33	10.01	9.29	0.01
30.00	30.00	20.00	30.00	20.01	0.00

### Information of Tools used for Verification of the Instruments

Details	Tool/Kit 1	Tool/Kit 2	Tool/Kit 3
Device Description:	Calibrator	Electrical Multimeter	N/A
Manufacturer:	Rosemount	Fluke	N/A
Model No:	8714D	179	N/A

\* Refer Calibration Tools Certificates submittal for more Information

Verification Test Result:  Passed  Fail  Not Verified

Overall Remarks:

Measurement Works within Specification.



Service Technician : Tushar Patel

Stamp/Signature

Printed Date: September 13, 2021

End of Report

Version: 19-12

	IndusControl Inc. 151 Superior Blvd, Unit #13 Mississauga, ON, L5T 2L1.	<b>VERIFICATION REPORT - OCM III</b> <b>OPEN CHANNEL FLOW MEASUREMENT</b>				
Customer Name:	OCWA-Georgian Highlands Region	Site/Plant Address:	160 preston St, Arthur, ON, N0G 1A0			
Plant Name:	Arthur WPCP					
<u>Device Information</u>		<u>Service Information</u>				
Make:	Miltronics	Date:	September 13, 2021			
Model:	OCM III	Report No:	CO1264-2108-39			
SIN:	PBD1W3100009	Job No:	CO1264-2108			
Job Location:	Plant effluent					
		<u>Flow Details</u>				
		Unit:	l/sec			
		Flow Range:	0-100			
		Current Output:	4-20 mA			
		4 mA Set Point	0			
		20 mA Set Point	100			
Inst. Reading	<u>AS FOUND</u>	<u>AS LEFT</u>				
TOTALIZER (m3)	3548042 X 1000	3548042 X 1000				
FLOW (l/sec)	0.00	0.00				
Maintenance Checklist		Remarks				
Visual Inspection:	<input checked="" type="checkbox"/> OK	<input type="checkbox"/> NOT OK				
Electrical Inspection:	<input checked="" type="checkbox"/> OK	<input type="checkbox"/> NOT OK				
<b>Programming Parameter of Instrument</b>						
Parameter	Discription	Value	Parameter	Discription	Value	
F0	Access Code	2.71828	P7	Height of Max. Head	33.4 cm	
P1	Dimension Unit (cm)	0	P32	Totalizer Multiplier	6*1000	
P3	Exponential Device	0	P42	Head by OCM III	0	
P4	Cal. Method -Ratiometric	1	P45	Low Flow Cut-off	2.2 cm	
P5	Flow Unit - l/sec	0	P46	Range at Zero Head	95.34 cm	
P6	Max Flow rate	100	P47	Blanking Distance	30.482 cm	
<b>Test Point Report</b>						
Reference Distance (cm)	Measured Distance (cm)	Calculated Flow (l/sec)	UUT Flow Display (l/sec)	Calculated (mA)	Measured (mA)	Deviatoin Full Scale (l/sec)
0.00	0.00	0.00	0.00	4.00	4.00	0.00
<b>Calculations</b>						
<b>Flow Calculations</b>						
$Q = q_{cal} (h/h_{cal})^{Exp}$ Where, Q= Discharge Flow, qcal = max flow, h = head, hcal = max head Exp = 2.5 , Hence, $Q = 100 (0/33.4)^{1.53}$ Q = 0						
<b>Instrument Test Information and Results</b>						
Input (%)	Calculated Flow(l/sec)	Calculated Input (mA)	Flow on UUT (l/sec)	UUT Measured Output (mA)	Deviation (l/sec)	
0	0.00	4.00	0.02	4.01	0.02	
25	25.00	8.00	24.90	7.98	-0.10	
50	50.00	12.00	49.96	12.02	-0.04	
75	75.00	16.00	75.10	16.00	0.10	
100	100.00	20.00	99.94	19.97	-0.06	
<b>Information of Tools used for Verification of the Instruments</b>						
Device Description:	Manufacturer	Model				
Electrical Multimeter	Fluke	179				
* Refer Calibration Tools Certificates submittal for more Information						
Verification Test Result:	<input checked="" type="checkbox"/> Passed	<input type="checkbox"/> Fail	<input type="checkbox"/> Not Verified			
Overall Remarks:	Program parameters verified.					
Service Technician :	Tushar Patel	Stamp/Signature				
Printed Date:	September 13, 2021					
End of Report				Version: 19-12		



IndusControl Inc.  
151 Superior Blvd, Unit #13  
Mississauga, ON, L5T 2L1.

## VERIFICATION REPORT- MULTIRANGER 200 LEVEL MEASUREMENT

Customer Name: OCWA-Georgian Highlands Region  
Plant Name: Arthur WPCP

Site/Plant Address: 160 preston St,  
Arthur, ON, N0G 1A0

**Device Information**  
Make: Siemens  
Model: Multiranger 100  
Order Code: NA  
Serial No.: PBD/V9180052  
Tag: LIT-201  
Job Location: River Guage

**Service Information**  
Date: September 13, 2021  
Report No: CO1264-2108-40  
Job No: CO1264-2108

Inst. Reading	AS FOUND	AS LEFT
Level (cm)	15.59	15.28

**Flow Details**  
Unit: cm  
Range: 0-167.66  
Current Output: 4-20 mA  
4 mA Set Point: 0  
20 mA Set Point: 167.66

Maintenance Checklist			Remarks
Visual Inspection:	<input checked="" type="checkbox"/> OK	<input type="checkbox"/> NOT OK	
Electrical Inspection:	<input checked="" type="checkbox"/> OK	<input type="checkbox"/> NOT OK	

### Programming Parameter of Instrument

Parameter	Discription	Value	Parameter	Discription	Value
P001	Operation	1.00000	P006	unit	2.00
P002	Material	1.000	P006	Empty	200.66 cm
P004	Transducer	112	P007	Span	167.66 cm

### Instrument Test Information and Results

Input (%)	Calculated Level(cm)	Calculated Input (mA)	Level on UUT (cm)	UUT Measured Output (mA)	Deviation (cm)
0	0.00	4.00	0.12	3.98	0.12
25	41.91	8.00	41.98	7.99	-0.07
50	83.83	12.00	83.81	12.00	0.02
75	125.74	16.00	125.72	15.96	0.02
100	167.66	20.00	167.48	19.93	0.18

### Information of Tools used for Verification of the Instruments

Device Description:	Manufacturer	Model
Electrical Multimeter	Fluke	179

\* Refer Calibration Tools Certificates submittal for more Information

Verification Test Result:  **Passed**  **Fail**  **Not Verified**

Overall Remarks: Program parameters verified

Service Technician : Tushar Patel  
Printed Date: September 13, 2021

Stamp/Signature

Report No:CO1264-2108-41

DTM Version: 3.31.00

Page 1/3

## Flowmeter Verification Certificate Transmitter

Georgian Highlands Region

Arthur WPCP

Customer

Plant

Order code

PROMAG 53 W DN100

Tag Name

1.3323 - 1.3323

Device type

M4053919000

K-Factor

4

Serial number

V2.03.00

Zero point

V1.06.00

Software Version Transmitter

13.09.2021

Software Version I/O-Module

11:36

Verification date

Verification time

### Verification result Transmitter: Passed

Test item	Result	Applied Limits
Amplifier	Passed	Basis: 0.55 %
Current Output 1	Passed	0.05 mA
Pulse Output 1	Not tested	0 P
Test Sensor	Passed	

#### FieldCheck Details

551063

Production number

1.07.10

Software Version

07/2021

Last Calibration Date

#### Simubox Details

8818965

Production number

1.00.01

Software Version

07/2021

Last Calibration Date

13.09.2021

Date

Operator's Sign

Inspector's Sign

#### Overall results:

The achieved test results show that the instrument is completely functional, and the measuring results lie within +/- 1% of the original calibration. <sup>1)</sup>

The calibration of the Fieldcheck test system is fully traceable to national standards.

1) Prerequisite is an additional proof of electrode integrity with a high voltage test.

## FieldCheck - Result Tab Transmitter

Customer	Georgian Highlands Region	Plant	Arthur WPCP
Order code		Tag Name	RAS WEST FLOW
Device type	PROMAG 53 W DN100	K-Factor	1.3323 - 1.3323
Serial number	M4053919000	Zero point	4
Software Version Transmitter	V2.03.00	Software Version I/O-Module	V1.06.00
Verification date	13.09.2021	Verification time	11:36

Verification Flow end value ( 100 % ): 31.416 l/s  
Flow speed 4.00 m/s

Passed / Failed	Test item	Simul. Signal	Limit Value	Deviation
	<b>Test Transmitter</b>			
✓	Amplifier	1.571 l/s (5%)	1.50 %	0.14 %
✓		3.142 l/s (10.0%)	1.00 %	0.14 %
✓		15.708 l/s (50.0%)	0.60 %	0.09 %
✓		31.416 l/s (100%)	0.55 %	0.08 %
✓	Current Output 1	4.000 mA (0%)	0.05 mA	-0.002 mA
✓		4.800 mA (5%)	0.05 mA	-0.003 mA
✓		5.600 mA (10.0%)	0.05 mA	-0.014 mA
✓		12.000 mA (50.0%)	0.05 mA	-0.001 mA
✓		20.000 mA (100%)	0.05 mA	0.004 mA
—	Pulse Output 1	---	---	---
		<b>Start value</b>	<b>Limits range</b>	<b>Measured value</b>
	<b>Test Sensor</b>			
✓	Coil Curr. Rise	5.000 ms	0.000..14.250 ms	7.952 ms
✓	Coil Curr. Stability		---	---
✓	Electrode Integrity	mV	0.0..300.000 mV	0.000 mV

### Legend of symbols

✓	✗	—	?	!
Passed	Failed	not tested	not testable	Attention



## FieldCheck: Parameters Transmitter

Customer	Georgian Highlands Region	Plant	Arthur WPCP
Order code		Tag Name	RAS West Flow
Device type	PROMAG 53 W DN100	K-Factor	1.3323 - 1.3323
Serial number	M4053919000	Zero point	4
Software Version Transmitter	V2.03.00	Software Version I/O-Module	V1.06.00
Verification date	13.09.2021	Verification time	11:36

<b>Curent Output</b>	<b>Assign</b>	<b>Current Range</b>	<b>Value 0_4mA</b>	<b>Value 20 mA</b>		
Terminal 26/27	VOLUME FLOW	4-20 mA activ	0.0 I/s	20.00 I/s		
<b>Pulse Output</b>	<b>Assign</b>	<b>Pulse Value</b>	<b>Output signal</b>	<b>Pulse width</b>		
Terminal 24/25	VOLUME FLOW	1000.000 I/P	Passive/Positive	100.00 ms		

Actual System Ident.

121.0

DTM Version: 3.31.00

Page 1/3

## Flowmeter Verification Certificate Transmitter

Georgian Highlands Region

Arthur WPCP

Customer

Plant

Order code

FIT 001

PROMAG 53 W DN100

Tag Name

1.3156 - 1.3156

Device type

K-Factor

M4053819000

4

Serial number

Zero point

V2.03.00

V1.06.00

Software Version Transmitter

Software Version I/O-Module

13.09.2021

11:52

Verification date

Verification time

## Verification result Transmitter: Passed

Test item	Result	Applied Limits
Amplifier	Passed	Basis: 0.55 %
Current Output 1	Passed	0.05 mA
Pulse Output 1	Not tested	0 P
Test Sensor	Passed	

### FieldCheck Details

551063

Production number

1.07.10

Software Version

07/2021

Last Calibration Date

### Simubox Details

8818965

Production number

1.00.01

Software Version

07/2021

Last Calibration Date

13.09.2021

Date

Operator's Sign

Inspector's Sign

### Overall results:

The achieved test results show that the instrument is completely functional, and the measuring results lie within +/- 1% of the original calibration. <sup>1)</sup>

The calibration of the Fieldcheck test system is fully traceable to national standards.

1) Prerequisite is an additional proof of electrode integrity with a high voltage test.

## FieldCheck - Result Tab Transmitter

Customer	Georgian Highlands Region	Plant	Arthur WPCP
Order code		Tag Name	FIT 001
Device type	PROMAG 53 W DN100	K-Factor	1.3156 - 1.3156
Serial number	M4053819000	Zero point	4
Software Version Transmitter	V2.03.00	Software Version I/O-Module	V1.06.00
Verification date	13.09.2021	Verification time	11:52

Verification Flow end value ( 100 % ): 31.416 l/s  
Flow speed 4.00 m/s

Passed / Failed	Test item	Simul. Signal	Limit Value	Deviation
	<b>Test Transmitter</b>			
✓	Amplifier	1.571 l/s (5%)	1.50 %	0.05 %
✓		3.142 l/s (10.0%)	1.00 %	0.01 %
✓		15.708 l/s (50.0%)	0.60 %	0.00 %
✓		31.416 l/s (100%)	0.55 %	-0.02 %
✓	Current Output 1	4.000 mA (0%)	0.05 mA	-0.001 mA
✓		4.800 mA (5%)	0.05 mA	-0.001 mA
✓		5.600 mA (10.0%)	0.05 mA	-0.014 mA
✓		12.000 mA (50.0%)	0.05 mA	-0.001 mA
✓		20.000 mA (100%)	0.05 mA	0.000 mA
—	Pulse Output 1	---	---	---
		<b>Start value</b>	<b>Limits range</b>	<b>Measured value</b>
	<b>Test Sensor</b>			
✓	Coil Curr. Rise	5.000 ms	0.000..14.250 ms	7.982 ms
✓	Coil Curr. Stability		---	---
✓	Electrode Integrity	mV	0.0..300.000 mV	3.289 mV

### Legend of symbols

✓	✗	—	?	!
Passed	Failed	not tested	not testable	Attention

## FieldCheck: Parameters Transmitter

Customer	Georgian Highlands Region	Plant	Arthur WPCP
Order code		Tag Name	FIT 001
Device type	PROMAG 53 W DN100	K-Factor	1.3156 - 1.3156
Serial number	M4053819000	Zero point	4
Software Version Transmitter	V2.03.00	Software Version I/O-Module	V1.06.00
Verification date	13.09.2021	Verification time	11:52

<b>Curent Output</b>	<b>Assign</b>	<b>Current Range</b>	<b>Value 0_4mA</b>	<b>Value 20 mA</b>		
Terminal 26/27	VOLUME FLOW	4-20 mA activ	0.0 l/s	20.00 l/s		
<b>Pulse Output</b>	<b>Assign</b>	<b>Pulse Value</b>	<b>Output signal</b>	<b>Pulse width</b>		
Terminal 24/25	OFF	---	---	---		

Actual System Ident.

125.0

## Verification report Promag 400

Endress+Hauser 

People for Process Automation

## Plant operator: ENDRESS+HAUSER

## Device information

Location	ARTHUR WWTP
Device tag	SSTPO-FI01
Module name	Promag L
Nominal diameter	DN150 / 6"
Device name	Promag 400
Order code	5L4C1F-LKF3/0
Serial number	R109EB16000
Firmware version	02.00.01

Heartbeat  
Technology

## Calibration

Calibration factor	1.0563
Zero point	-1

## Verification information

Operating time (counter)	321d01h36m15s
Date/time (manually recorded)	13.09.21 10:44
Verification ID	16

## Overall verification result

Passed Details see next page

\*Result of the complete device functionality test via Heartbeat Technology

## Confirmation

Heartbeat Verification verifies the function of the flowmeter within the specified measuring tolerance, over the useful lifetime of the device, with a total test coverage > 94 %, and complies with the requirements for traceable verification according to DIN EN ISO 9001:2008 Section 7.6 a.

## Notes

13.09.21  
Date

  
Operator's signature

Inspector's signature

## Verification report Promag 400

## Plant operator: ENDRESS+HAUSER

## Device identification and verification identification

Serial number	R109EB16000
Device tag	SSTP0-FI01
Verification ID	16

Heartbeat  
Technology

## Sensor

Shot time symmetry	<input checked="" type="checkbox"/> Passed
Hold voltage symmetry	<input checked="" type="checkbox"/> Passed
Coil current loss	<input checked="" type="checkbox"/> Passed
Coil current stability	<input checked="" type="checkbox"/> Passed
Coil resistance	<input checked="" type="checkbox"/> Passed
Cable defect	<input checked="" type="checkbox"/> Passed
Cable defect	<input checked="" type="checkbox"/> Passed
Cable defect	<input checked="" type="checkbox"/> Passed

## Sensor electronic module (ISEM)

External reference voltage	<input checked="" type="checkbox"/> Passed
Linearity of electrode measuring circuit	<input checked="" type="checkbox"/> Passed
Offset of electrode measuring circuit	<input checked="" type="checkbox"/> Passed

## System status

	<input checked="" type="checkbox"/> Passed
--	--

## I/O module

Input/output 1	<input checked="" type="checkbox"/> Passed
Input/output 2	<input checked="" type="checkbox"/> Passed
Input/output 3	<input type="checkbox"/> Not done
	<input type="checkbox"/> Not done

**2021 – 2022 Annual Performance Report  
Arthur Wastewater Treatment Plant  
ECA 7654-BEMKVD**

**Appendix E**

Sludge Quality Analysis

**ARTHUR WASTEWATER TREATMENT PLANT  
SLUDGE QUALITY DATA**

**October 2021 - May 2022**

Month/Year		Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	AVERAGE
<b><u>Nutrients</u></b>										
TS	(mg/L)	20400	37000	35400	29500	23500	19200	31200	39400	<b>29450</b>
Ammonia+Ammonium	(mg/L)	123.0	189.0	211	158	148	86.9	130.0	236.0	<b>160.2</b>
Nitrate	(mg/L)	3.60	0.60	0.50	0.30	0.30	0.3	0.30	2.0	<b>0.99</b>
Ammonia + Nitrate	(mg/L)	126.6	189.6	211.5	158.3	148.3	87.2	130.3	238.0	<b>161.2</b>
TKN	(mg/L)	1280	1760	1950	1770	1470	1240	1860	2260	<b>1699</b>
Phosphorus	(mg/L)	680	1200	1600	940	820	650	801	1400	<b>1011</b>

**Metal Concentrations**

Arsenic	(mg/L)	0.10	0.20	0.20	0.20	0.10	0.10	0.10	0.20	<b>0.15</b>
Cadmium	(mg/L)	0.006	0.010	0.010	0.008	0.016	0.005	0.007	0.013	<b>0.01</b>
Cobalt	(mg/L)	0.05	0.09	0.09	0.06	0.030	0.04	0.06	0.10	<b>0.07</b>
Chromium	(mg/L)	0.48	0.98	1.30	1.50	0.29	1.20	1.70	2.20	<b>1.21</b>
Copper	(mg/L)	10.00	18.00	18.00	13.00	14.00	8.50	12.00	20.00	<b>14.19</b>
Mercury	(mg/L)	0.004	0.007	0.009	0.006	0.0510	0.0040	0.005	0.007	<b>0.012</b>
Potassium	(mg/L)	72	93.0	140.0	120.0	59.0	104.0	118.0	150.0	<b>107</b>
Molybdenum	(mg/L)	0.10	0.20	0.26	0.13	0.11	0.09	0.11	0.22	<b>0.15</b>
Nickel	(mg/L)	0.30	0.58	0.74	0.83	0.23	0.58	0.86	1.10	<b>0.65</b>
Lead	(mg/L)	0.20	0.30	0.30	0.20	0.20	0.10	0.20	0.30	<b>0.23</b>
Selenium	(mg/L)	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	<b>0.10</b>
Zinc	(mg/L)	9.00	16.00	16.00	10.00	11.00	6.00	8.00	15.00	<b>11.38</b>

**Bacti**

E. coli (cfu/1g dried wgt)	132,353	100,000	64,972	294,915	310,638	218,750	92,949	38,071	<b>156,581</b>
E. coli (cfu/100mL)	270,000	370,000	230,000	870,000	730,000	420,000	290,000	150,000	<b>416,250</b>

**Metal/Solids Concentration**

Arsenic [170]	(mg/kg)	5	5	6	7	4	5	3	5	<b>5</b>
Cadmium [34]	(mg/kg)	0	0	0	0	1	0	0	0	<b>0</b>
Cobalt [340]	(mg/kg)	2	2	3	2	1	2	2	3	<b>2</b>
Chromium [2800]	(mg/kg)	24	26	37	51	12	63	54	56	<b>40</b>
Copper [1700]	(mg/kg)	490	486	508	441	596	443	385	508	<b>482</b>
Mercury [11]	(mg/kg)	0	0	0	0	2	0	0	0	<b>0</b>
Molybdenum [94]	(mg/kg)	5	5	7	4	5	5	4	6	<b>5</b>
Nickel [420]	(mg/kg)	15	16	21	28	10	30	28	28	<b>22</b>
Lead [1100]	(mg/kg)	10	8	8	7	9	5	6	8	<b>8</b>
Selenium [34]	(mg/kg)	5	3	3	3	4	5	3	3	<b>4</b>
Zinc [4200]	(mg/kg)	441	432	452	339	468	313	256	381	<b>385</b>



**2021 – 2022 Annual Performance Report  
Arthur Wastewater Treatment Plant  
ECA 7654-BEMKVD**

**Appendix F**

Daily Streamflow Measurements

Ontario Clean Water Agency  
Time Series Info Report

Report extracted 08/18/2022 10:42

From: 01/10/2021 to 31/05/2022

**Facility Org Number:** 5767  
**Facility Works Number:** 110000882  
**Facility Name:** ARTHUR WASTEWATER TREATMENT PLANT  
**Facility Owner:** Municipality: Township of Wellington North  
**Facility Classification:** Class 3 Wastewater Treatment  
**Receiver:** Conestoga River  
**Service Population:** 2500.0  
**Total Design Capacity:** 1860.0 m3/day

	10/2021	11/2021	12/2021	01/2022	02/2022	03/2022	04/2022	05/2022	Total	Avg	Max	Min
Final Effluent / River Height - cm												
Count IH	31	0	0	0	11	31	30	31	134			
Total IH	1025.11				674.47	2257.28	1073.53	747.69	5778.08			
Max IH	84.65				85.45	97.4	48.22	56.86			97.4	
Mean IH	33.068				61.315	72.815	35.784	24.119		43.12		
Min IH	19.08				17.5	36.65	23.15	15.12				15.12

**2021 – 2022 Annual Performance Report  
Arthur Wastewater Treatment Plant  
ECA 7654-BEMKVD**

**Appendix G**

Grand River Conservation Authority Manual  
Discharge Measurements & TAN Concentrations

**Arthur WWTP Stream Gauge  
Tentative Rating Table**

Last Updated:  
187  
Sept. 9, 2017

Level (cm)	Flow (m <sup>3</sup> /s)	Level (cm)	Flow (m <sup>3</sup> /s)	Level (cm)	Flow (m <sup>3</sup> /s)	Level (cm)	Flow (m <sup>3</sup> /s)
10.1	0.000	14.3	0.035	18.5	0.09	22.7	0.17
10.2	0.001	14.4	0.036	18.6	0.09	22.8	0.17
10.3	0.001	14.5	0.037	18.7	0.09	22.9	0.17
10.4	0.002	14.6	0.038	18.8	0.09	23.0	0.17
10.5	0.003	14.7	0.039	18.9	0.09	23.1	0.18
10.6	0.003	14.8	0.040	19.0	0.10	23.2	0.18
10.7	0.004	14.9	0.041	19.1	0.10	23.3	0.18
10.8	0.005	15.0	0.042	19.2	0.10	23.4	0.18
10.9	0.005	15.1	0.043	19.3	0.10	23.5	0.19
11.0	0.006	15.2	0.045	19.4	0.10	23.6	0.19
11.1	0.007	15.3	0.046	19.5	0.10	23.7	0.19
11.2	0.008	15.4	0.047	19.6	0.11	23.8	0.19
11.3	0.008	15.5	0.048	19.7	0.11	23.9	0.20
11.4	0.009	15.6	0.049	19.8	0.11	24.0	0.20
11.5	0.010	15.7	0.050	19.9	0.11	24.1	0.20
11.6	0.011	15.8	0.052	20.0	0.11	24.2	0.20
11.7	0.011	15.9	0.053	20.1	0.12	24.3	0.20
11.8	0.012	16.0	0.054	20.2	0.12	24.4	0.21
11.9	0.013	16.1	0.055	20.3	0.12	24.5	0.21
12.0	0.014	16.2	0.056	20.4	0.12	24.6	0.21
12.1	0.015	16.3	0.058	20.5	0.12	24.7	0.22
12.2	0.015	16.4	0.059	20.6	0.12	24.8	0.22
12.3	0.016	16.5	0.060	20.7	0.13	24.9	0.22
12.4	0.017	16.6	0.062	20.8	0.13	25.0	0.22
12.5	0.018	16.7	0.063	20.9	0.13	25.1	0.23
12.6	0.019	16.8	0.064	21.0	0.13	25.2	0.23
12.7	0.020	16.9	0.066	21.1	0.13	25.3	0.23
12.8	0.021	17.0	0.067	21.2	0.14	25.4	0.23
12.9	0.021	17.1	0.068	21.3	0.14	25.5	0.24
13.0	0.022	17.2	0.070	21.4	0.14	25.6	0.24
13.1	0.023	17.3	0.071	21.5	0.14	25.7	0.24
13.2	0.024	17.4	0.072	21.6	0.14	25.8	0.24
13.3	0.025	17.5	0.074	21.7	0.15	25.9	0.25
13.4	0.026	17.6	0.075	21.8	0.15	26.0	0.25
13.5	0.027	17.7	0.077	21.9	0.15	26.1	0.25
13.6	0.028	17.8	0.078	22.0	0.15	26.2	0.26
13.7	0.029	17.9	0.080	22.1	0.15	26.3	0.26
13.8	0.030	18.0	0.081	22.2	0.16	26.4	0.26
13.9	0.031	18.1	0.083	22.3	0.16	26.5	0.26
14.0	0.032	18.2	0.084	22.4	0.16	26.6	0.27
14.1	0.033	18.3	0.086	22.5	0.16	26.7	0.27
14.2	0.034	18.4	0.087	22.6	0.16	26.8	0.27

**Arthur WWTP Stream Gauge  
Tentative Rating Table**

Last Updated:  
188  
Sept. 9, 2017

Level (cm)	Flow (m3/s)	Level (cm)	Flow (m3/s)	Level (cm)	Flow (m3/s)	Level (cm)	Flow (m3/s)
26.9	0.28	31.1	0.42	35.3	0.61	39.5	0.85
27.0	0.28	31.2	0.43	35.4	0.62	39.6	0.86
27.1	0.28	31.3	0.43	35.5	0.62	39.7	0.87
27.2	0.29	31.4	0.44	35.6	0.63	39.8	0.87
27.3	0.29	31.5	0.44	35.7	0.63	39.9	0.88
27.4	0.29	31.6	0.44	35.8	0.64	40.0	0.89
27.5	0.30	31.7	0.45	35.9	0.65	40.1	0.89
27.6	0.30	31.8	0.45	36.0	0.65	40.2	0.90
27.7	0.30	31.9	0.46	36.1	0.66	40.3	0.91
27.8	0.31	32.0	0.46	36.2	0.66	40.4	0.91
27.9	0.31	32.1	0.47	36.3	0.67	40.5	0.92
28.0	0.31	32.2	0.47	36.4	0.67	40.6	0.93
28.1	0.31	32.3	0.47	36.5	0.68	40.7	0.93
28.2	0.32	32.4	0.48	36.6	0.68	40.8	0.94
28.3	0.32	32.5	0.48	36.7	0.69	40.9	0.95
28.4	0.32	32.6	0.49	36.8	0.69	41.0	0.95
28.5	0.33	32.7	0.49	36.9	0.70	41.1	0.96
28.6	0.33	32.8	0.50	37.0	0.71	41.2	0.97
28.7	0.33	32.9	0.50	37.1	0.71	41.3	0.97
28.8	0.34	33.0	0.50	37.2	0.72	41.4	0.98
28.9	0.34	33.1	0.51	37.3	0.72	41.5	0.99
29.0	0.35	33.2	0.51	37.4	0.73	41.6	1.00
29.1	0.35	33.3	0.52	37.5	0.73	41.7	1.00
29.2	0.35	33.4	0.52	37.6	0.74	41.8	1.01
29.3	0.36	33.5	0.53	37.7	0.75	41.9	1.02
29.4	0.36	33.6	0.53	37.8	0.75	42.0	1.02
29.5	0.36	33.7	0.54	37.9	0.76	42.1	1.03
29.6	0.37	33.8	0.54	38.0	0.76	42.2	1.04
29.7	0.37	33.9	0.55	38.1	0.77	42.3	1.05
29.8	0.37	34.0	0.55	38.2	0.77	42.4	1.05
29.9	0.38	34.1	0.56	38.3	0.78	42.5	1.06
30.0	0.38	34.2	0.56	38.4	0.79	42.6	1.07
30.1	0.39	34.3	0.56	38.5	0.79	42.7	1.07
30.2	0.39	34.4	0.57	38.6	0.80	42.8	1.08
30.3	0.39	34.5	0.57	38.7	0.80	42.9	1.09
30.4	0.40	34.6	0.58	38.8	0.81	43.0	1.10
30.5	0.40	34.7	0.58	38.9	0.82	43.1	1.10
30.6	0.40	34.8	0.59	39.0	0.82	43.2	1.11
30.7	0.41	34.9	0.59	39.1	0.83	43.3	1.12
30.8	0.41	35.0	0.60	39.2	0.84	43.4	1.13
30.9	0.42	35.1	0.60	39.3	0.84	43.5	1.14
31.0	0.42	35.2	0.61	39.4	0.85	43.6	1.14

**Arthur WWTP Stream Gauge  
Tentative Rating Table**

Last Updated:  
189  
Sept. 9, 2017

Level (cm)	Flow (m3/s)	Level (cm)	Flow (m3/s)	Level (cm)	Flow (m3/s)	Level (cm)	Flow (m3/s)
43.8	1.16	52.2	1.95	60.6	3.03	69.0	4.47
44.0	1.17	52.4	1.97	60.8	3.06	69.2	4.51
44.2	1.19	52.6	1.99	61.0	3.09	69.4	4.55
44.4	1.21	52.8	2.01	61.2	3.12	69.6	4.58
44.6	1.22	53.0	2.04	61.4	3.15	69.8	4.62
44.8	1.24	53.2	2.06	61.6	3.18	70.0	4.66
45.0	1.25	53.4	2.08	61.8	3.22	70.2	4.70
45.2	1.27	53.6	2.11	62.0	3.25	70.4	4.74
45.4	1.29	53.8	2.13	62.2	3.28	70.6	4.78
45.6	1.30	54.0	2.15	62.4	3.31	70.8	4.82
45.8	1.32	54.2	2.18	62.6	3.34	71.0	4.87
46.0	1.34	54.4	2.20	62.8	3.37	71.2	4.91
46.2	1.36	54.6	2.22	63.0	3.40	71.4	4.95
46.4	1.37	54.8	2.25	63.2	3.44	71.6	4.99
46.6	1.39	55.0	2.27	63.4	3.47	71.8	5.03
46.8	1.41	55.2	2.30	63.6	3.50	72.0	5.07
47.0	1.43	55.4	2.32	63.8	3.54	72.2	5.12
47.2	1.44	55.6	2.35	64.0	3.57	72.4	5.16
47.4	1.46	55.8	2.37	64.2	3.60	72.6	5.20
47.6	1.48	56.0	2.40	64.4	3.64	72.8	5.24
47.8	1.50	56.2	2.42	64.6	3.67	73.0	5.29
48.0	1.52	56.4	2.45	64.8	3.70	73.2	5.33
48.2	1.54	56.6	2.47	65.0	3.74	73.4	5.37
48.4	1.56	56.8	2.50	65.2	3.77	73.6	5.42
48.6	1.57	57.0	2.53	65.4	3.81	73.8	5.46
48.8	1.59	57.2	2.55	65.6	3.84	74.0	5.51
49.0	1.61	57.4	2.58	65.8	3.88	74.2	5.55
49.2	1.63	57.6	2.61	66.0	3.91	74.4	5.60
49.4	1.65	57.8	2.63	66.2	3.95	74.6	5.64
49.6	1.67	58.0	2.66	66.4	3.98	74.8	5.69
49.8	1.69	58.2	2.69	66.6	4.02	75.0	5.73
50.0	1.71	58.4	2.72	66.8	4.06	75.2	5.78
50.2	1.73	58.6	2.74	67.0	4.09	75.4	5.82
50.4	1.75	58.8	2.77	67.2	4.13	75.6	5.87
50.6	1.77	59.0	2.80	67.4	4.16	75.8	5.92
50.8	1.80	59.2	2.83	67.6	4.20	76.0	5.96
51.0	1.82	59.4	2.86	67.8	4.24	76.2	6.01
51.2	1.84	59.6	2.89	68.0	4.28	76.4	6.06
51.4	1.86	59.8	2.91	68.2	4.31	76.6	6.11
51.6	1.88	60.0	2.94	68.4	4.35	76.8	6.15
51.8	1.90	60.2	2.97	68.6	4.39	77.0	6.20
52.0	1.92	60.4	3.00	68.8	4.43	77.2	6.25

**Arthur WWTP Stream Gauge  
Tentative Rating Table**

Last Updated:  
190  
Sept. 9, 2017

Level (cm)	Flow (m3/s)	Level (cm)	Flow (m3/s)	Level (cm)	Flow (m3/s)	Level (cm)	Flow (m3/s)
77.5	6.3	98.5	13.0	119.5	23.2	140.5	38
78.0	6.4	99.0	13.2	120.0	23.5	141.0	38
78.5	6.6	99.5	13.4	120.5	23.8	141.5	39
79.0	6.7	100.0	13.6	121.0	24.1	142.0	39
79.5	6.8	100.5	13.8	121.5	24.4	142.5	39
80.0	7.0	101.0	14.0	122.0	24.7	143.0	40
80.5	7.1	101.5	14.2	122.5	25.0	143.5	40
81.0	7.2	102.0	14.4	123.0	25.3	144.0	41
81.5	7.4	102.5	14.6	123.5	25.6	144.5	41
82.0	7.5	103.0	14.9	124.0	26.0	145.0	42
82.5	7.6	103.5	15.1	124.5	26.3	145.5	42
83.0	7.8	104.0	15.3	125.0	26.6	146.0	42
83.5	7.9	104.5	15.5	125.5	26.9	146.5	43
84.0	8.1	105.0	15.7	126.0	27.2	147.0	43
84.5	8.2	105.5	16.0	126.5	27.6	147.5	44
85.0	8.3	106.0	16.2	127.0	27.9	148.0	44
85.5	8.5	106.5	16.4	127.5	28.2	148.5	45
86.0	8.6	107.0	16.7	128.0	28.6	149.0	45
86.5	8.8	107.5	16.9	128.5	28.9	149.5	46
87.0	8.9	108.0	17.1	129.0	29.2	150.0	46
87.5	9.1	108.5	17.4	129.5	29.6	150.5	47
88.0	9.3	109.0	17.6	130.0	29.9	151.0	47
88.5	9.4	109.5	17.9	130.5	30.3	151.5	47
89.0	9.6	110.0	18.1	131.0	30.6	152.0	48
89.5	9.7	110.5	18.3	131.5	31.0	152.5	48
90.0	9.9	111.0	18.6	132.0	31.3	153.0	49
90.5	10.1	111.5	18.9	132.5	31.7	153.5	49
91.0	10.2	112.0	19.1	133.0	32.1	154.0	50
91.5	10.4	112.5	19.4	133.5	32.4	154.5	50
92.0	10.6	113.0	19.6	134.0	32.8	155.0	51
92.5	10.8	113.5	19.9	134.5	33.2	155.5	51
93.0	10.9	114.0	20.2	135.0	33.5	156.0	52
93.5	11.1	114.5	20.4	135.5	33.9	156.5	52
94.0	11.3	115.0	20.7	136.0	34.3	157.0	53
94.5	11.5	115.5	21.0	136.5	34.7	157.5	53
95.0	11.6	116.0	21.2	137.0	35.0	158.0	54
95.5	11.8	116.5	21.5	137.5	35.4	158.5	54
96.0	12.0	117.0	21.8	138.0	35.8	159.0	55
96.5	12.2	117.5	22.1	138.5	36.2	159.5	55
97.0	12.4	118.0	22.4	139.0	36.6	160.0	56
97.5	12.6	118.5	22.6	139.5	37.0	160.5	56
98.0	12.8	119.0	22.9	140.0	37.4	161.0	57

AMMONIA			
NH3-N	X 1.22	X 1.29	T.A.N.
0.01	0.01220	0.0129	0.0251
0.02	0.02440	0.0258	0.0502
0.03	0.03660	0.0387	0.0753
0.04	0.04880	0.0516	0.1004
0.05	0.06100	0.0645	0.1255
0.06	0.07320	0.0774	0.1506
0.07	0.08540	0.0903	0.1757
0.08	0.09760	0.1032	0.2008
0.09	0.10980	0.1161	0.2259
0.10	0.12200	0.1290	0.2510
0.11	0.13420	0.1419	0.2761
0.12	0.14640	0.1548	0.3012
0.13	0.15860	0.1677	0.3263
0.14	0.17080	0.1806	0.3514
0.15	0.18300	0.1935	0.3765
0.16	0.19520	0.2064	0.4016
0.17	0.20740	0.2193	0.4267
0.18	0.21960	0.2322	0.4518
0.19	0.23180	0.2451	0.4769
0.20	0.24400	0.2580	0.5020
0.21	0.25620	0.2709	0.5271
0.22	0.26840	0.2838	0.5522
0.23	0.28060	0.2967	0.5773
0.24	0.29280	0.3096	0.6024
0.25	0.30500	0.3225	0.6275
0.26	0.31720	0.3354	0.6526
0.27	0.32940	0.3483	0.6777
0.28	0.34160	0.3612	0.7028
0.29	0.35380	0.3741	0.7279
0.30	0.36600	0.3870	0.7530
0.31	0.37820	0.3999	0.7781
0.32	0.39040	0.4128	0.8032
0.33	0.40260	0.4257	0.8283
0.34	0.41480	0.4386	0.8534
0.35	0.42700	0.4515	0.8785
0.36	0.43920	0.4644	0.9036
0.37	0.45140	0.4773	0.9287
0.38	0.46360	0.4902	0.9538
0.39	0.47580	0.5031	0.9789
0.40	0.48800	0.5160	1.0040
0.41	0.50020	0.5289	1.0291
0.42	0.51240	0.5418	1.0542
0.43	0.52460	0.5547	1.0793



AMMONIA			
NH3-N	X 1.22	X 1.29	T.A.N.
0.44	0.54900	0.5805	1.1295
0.45	0.56120	0.5934	1.1546
0.46	0.57340	0.6063	1.1797
0.47	0.58560	0.6192	1.2048
0.48	0.59780	0.6321	1.2299
0.49	0.61000	0.6450	1.2550
0.50	0.62220	0.6579	1.2801
0.51	0.63440	0.6708	1.3052
0.52	0.64660	0.6837	1.3303
0.53	0.65880	0.6966	1.3554
0.54	0.67100	0.7095	1.3805
0.55	0.68320	0.7224	1.4056
0.56	0.69540	0.7353	1.4307
0.57	0.70760	0.7482	1.4558
0.58	0.71980	0.7611	1.4809
0.59	0.73200	0.7740	1.5060
0.60	0.74420	0.7869	1.5311
0.61	0.75640	0.7998	1.5562
0.62	0.76860	0.8127	1.5813
0.63	0.78080	0.8256	1.6064
0.64	0.79300	0.8385	1.6315
0.65	0.80520	0.8514	1.6566
0.66	0.81740	0.8643	1.6817
0.67	0.82960	0.8772	1.7068
0.68	0.84180	0.8901	1.7319
0.69	0.85400	0.9030	1.7570
0.70	0.86620	0.9159	1.7821
0.71	0.87840	0.9288	1.8072
0.72	0.89060	0.9417	1.8323
0.73	0.90280	0.9546	1.8574
0.74	0.91500	0.9675	1.8825
0.75	0.92720	0.9804	1.9076
0.76	0.93940	0.9933	1.9327
0.77	0.95160	1.0062	1.9578
0.78	0.96380	1.0191	1.9829
0.79	0.97600	1.0320	2.0080
0.80	0.98820	1.0449	2.0331
0.81	1.00040	1.0578	2.0582
0.82	1.01260	1.0707	2.0833
0.83	1.02480	1.0836	2.1084
0.84	1.03700	1.0965	2.1335
0.85	1.04920	1.1094	2.1586
0.86	0.00000	0.0000	0.0000

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH**

**BY-LAW NUMBER 103-22**

**BEING A BY-LAW TO AMEND INTERIM CONTROL BY-LAW 092-21 (CANNABIS PRODUCTION RELATED USES) TO EXTEND THE PERIOD OF TIME DURING WHICH IT WILL REMAIN IN EFFECT TO SEPTEMBER 27, 2023.**

WHEREAS Council for the Township of Wellington North passed an Interim Control By-law on September 27, 2021, prohibiting the use of lands, buildings or structures for Cannabis Production and Related Uses in the Township for a period of 1 year;

AND WHEREAS the Township of Wellington north has commenced a Cannabis Production and Related Uses Study;

AND WHEREAS Section 38 (2) of the Planning Act, R.S.O 1990, c. P.13, as amended, allows for a municipality to extend the period of time that an Interim Control By-law can be in effect, provided the total period of time does not exceed 2 years from the date of passing of the Interim Control By-law;

AND WHEREAS Council for the Township of Wellington North has determined that it is in the public interest to extend the Interim Control By-law 092-21 for an additional year pursuant to Section 38 92) of the Planning Act, R.S.O 1990, c. P.13, as amended, to prohibit the use of specific lands within the Township for Cannabis Production Related Uses, as more particularly defined by the by-law, so as to allow the Township to review and, if considered appropriate, implement the findings and recommendations of the Cannabis Production and Related Uses;

**NOW THEREFORE the Council of the Corporation of the Township of Wellington North enacts as follows:**

1. Interim Control By-law 092-21, is hereby amended by deleting and replacing Section 3. with the following:
  3. This By-law shall be in effect until September 27, 2023.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 12TH DAY OF SEPTEMBER, 2022.**

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**ANDREW LENNOX, MAYOR**

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**KARREN WALLACE, CLERK**



***Our cultural moment for September 12<sup>th</sup> celebrates H. Gordon Green***

H. Gordon Green was perhaps Wellington North's most famous personality. In the prime of his career, in the 1960s and 1970s, he was one of the better-known journalists and radio commentators in Canada. Green was a native of Arthur Township, where he was born in 1912 as the eldest of eight children. Coming of age during the depression, he took on a number of jobs including farm hand (at 50 cents a day), country school teacher, and door-to-door salesman.

Green was destined to become a writer and enrolled in journalism at the University of Michigan where he sold his first story to the *Toronto Star Weekly* for \$50. This was big money for the late 1930s. His childhood as an impoverished farm boy and experience with marginal employment opportunities had left an impression. After a brief stint at McGill studying medicine, he joined the army.

Following his service, he joined the staff of the *Montreal Star*. He was assigned to the *Family Herald*, the *Star's* weekly farm magazine that at that time was a fixture in nearly every rural and small-town household. Even though he was still in his 30s, Green had developed a down-home writing style that made reference to his experiences in the 1920s and 1930s. He became editor and held the position for almost 20 years.

As time passed, he became something of a celebrity, a role he enjoyed immensely. By the 1950s, he appeared frequently on various CBC radio programs as a commentator and panelist. Green's radio career evolved into a short-syndicated commentary that was heard over dozens of radio stations in Canada. He became known as "Radio's Old Cynic" which suited his style.

In the 1960s he became engaged in politics and in 1962 accepted the nomination as the New Democratic Party candidate in the riding of Wellington North. Although broadly supported and pulling in the largest vote ever for the NDP, he only managed a third-placed showing.

H. Gordon Green published a number of books including *Professor Go Home* and *A Time to Pass Over*. He continued to write a column for the *Star* until his death of cancer in 1991. His last column appeared the day before he died. Thousands mourned his death. Fellow Arthurite MPP Ted Arnott delivered a tribute in the Ontario legislature.

Submitted by James Taylor Wellington North Cultural Roundtable

*(source material from the Wellington Advertiser where many of his columns appeared)*

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH**

**BY-LAW NUMBER 104-22**

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE  
COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF  
WELLINGTON NORTH AT ITS REGULAR MEETING HELD ON  
SEPTEMBER 12, 2022**

**WHEREAS** Section 5 of the Municipal Act, S.O. 2001 c.25 (hereinafter called "the Act") provides that the powers of a Municipal Corporation shall be exercised by its Council;

**AND WHEREAS** Section 5(3) of the Act states, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law, unless the municipality is specifically authorized to do otherwise;

**NOW THEREFORE** the Council of The Corporation of the Township of Wellington North hereby **ENACTS AS FOLLOWS**:

1. The action of the Council of the Corporation of the Township of Wellington North taken at its meeting held on September 12, 2022 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of the Township of Wellington North at its meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-law.
2. That the Mayor and the proper officials of the Corporation of the Township of Wellington North are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Township of Wellington North referred to in the proceeding section hereof.
3. The Mayor and the Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of the Township of Wellington North.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 12TH DAY OF SEPTEMBER, 2022.**

\_\_\_\_\_  
**ANDREW LENNOX, MAYOR**

\_\_\_\_\_  
**KARREN WALLACE, CLERK**